

HMIS Lead & System Admin - Q&A

Questions from 08/16/2023

For any questions that were not addressed on the webinar, or if there are specifics to questions to your own systems, please submit an HMIS AAQ to receive a thorough answer:

<https://www.hudexchange.info/program-support/my-question/>

Q: Is there an update on the virtual reality tool mentioned in previous Leads meetings?

A: This tool is still working its way toward you. Keep an eye on the HUD Exchange listserv for an announcement once it is available. Thank you for being so patient.

Q: Will the institutes at NHSDC be recorded and made available?

A: At this time, we do not plan to record the institutes but will announce if that changes. The institutes are workshops in nature and are more challenging to record and make impactful for virtual attendees.

Q: Are the topics for the NHSDC institutes available?

A: HMIS Fundamentals and System Modeling/Stella M for Facilitators. Seating will be limited, so look out for the HUD Exchange listserv.

Q: Is there a good way to download ALL charts in one PDF from Stella P?

A: Yes, you can click the "print" icon above any of the charts in Stella P and print all charts to a PDF file. You should see either Print Chart or Print All options when you click the print icon. If you select Print All, you can choose any charts you want to include in the PDF. They will appear on separate pages. Ensure you click the "print" icon, not the "export" icon. If you still have issues or believe there's an error, please submit an AAQ with your filename and browser.

Q: When will XML specs be released for FY24?

A: XML schema/format of the HMIS data standards are in the final phases of development and will be released in the coming weeks; an announcement will be made upon availability.

Q: Is C4 required for HOPWA projects? The HMIS Data Dictionary and Manual don't say it is required for any HOPWA funding components, but the HOPWA HMIS program manual does say it is required. Thank you for any clarity you can provide here.

A: The HOPWA Manual is correct. The Dictionary and Manual will be revised.

Q: 2.09 – Is this data element collected for all projects or just those that are used to ENTER into CE or are these also those that receive referrals?

A: All projects in HMIS should have 2.09 recorded for them.

Q: Can you confirm if CE Participation Status will be used in the LSA?

A: CE Participation Status is not included in the draft LSA Specifications.

Q: For Slide 18, this field only needs to be filled in if the CE project is funded by a CE grant, is that correct?

A: This is being collected for all projects in your HMIS to determine what their role is, if any, in Coordinated Entry.

Q: I don't see programming specs for APRs in the timeline. Have they been released or is there an anticipated release date?

A: These are in the final stages of formatting and 508 compliance and are expected to be posted to the HUD Exchange in about a week's time.

Q: Slide 21 - CE APR - is the client universe considering projects that are CE Access Points only, or should it consider both CE Access Points AND Receives CE referrals?

A: The type of CE participation is based on the project providing CE access and/or receiving CE referrals.

Q: It sounds like all projects taking CE referrals and doing CE assessments would get a "Yes" for new data element 2.09. But as far as submitting the CE APR, that would only apply to projects funded through a CoC - SSO CE grant?

A: Depending on the HMIS implementation and how the CoC's Coordinated Entry System is set up, CE data could be entered into a single project or scattered across multiple projects in HMIS. Since the CE APR is a "system-wide" report, communities are reporting on the entire CoC where the Supportive Services Only: Coordinated Entry (SSO: CE) project was funded and not a single project. Therefore, all projects marked as Access Points and those accepting Referrals will be included in the APR.

Q: Our CoCs use a central CE project. Are we still required to identify the projects in HMIS that participate in CE?

A: Yes, this element (2.09) should still be completed on all projects in the HMIS.

Q: If a project is only accepting referrals through coordinated entry does that mean they are participating in coordinated entry events and the project set up needs to reflect that?

A: Yes. If the project is accepting referrals, this should be reflected in 2.09 as this field is used in conjunction with the Coordinated Entry Event element (4.20.C specifically) to filter the list of projects that the user can choose from.

Q: Is there any chance street outreach will be incorporated into the LSA down the road?

A: HUD anticipates the inclusion of street outreach in the LSA in the future; however, we do not have a timeline right now.

Q: Just to confirm LSA does not include street outreach data?

A: Correct. The LSA does not currently include street outreach.

Q: If we have old projects that are no longer 'open' (have an Operating End Date) or participating in HMIS, do we have to update the 2.09 elements for those?

A: No, if the projects are not active on 10/1 and were not operating during the latest CE APR reporting period (assuming your CoC has a CE grant), you do not need to update 2.09 for those projects.

Q: There was talk about receiving last year's LSA usability results - was that released or will be released to communities soon?

A: The LSA usability results will go to the CoC Primary Contact and the HMIS Lead that were listed in the CoC Registration Process. We anticipate the email being sent by the end of next week.

Q: We have a program with HOPWA units funded through a loan through the county's Community Development Dept. Are they required to collect the HOPWA data elements if not receiving federal funds?

A: Please check with your funder to understand the data collection requirements.

Q: There's some ambiguity between the FY24 Dictionary vs Manual about 3.02 SSN. The Manual includes the change about CoC and ESG programs not needing all 9 digits, but the Dictionary does not mention this at all.

A: Because other Federal Partners are requiring a full nine-digit SSN, the change in SSN data collection is primarily being handled on the data collection/entry side as well as updating data quality metrics on the reporting end. Different HMIS software providers will have different approaches to supporting the SSN data collection change and HUD is not prescribing a specific approach.

Q: A suggestion: the Table of Contents in the FY24 Manual could be formatted much better. The alignment of the Rationale/Setup Instructions/Description lines should be indented beyond the element title (if they are even needed at all). The way it is its very hard to find what you're looking for. The FY22 version formatting was much better.

A: Thanks for the feedback. We will look into what may have happened there and how we can make improvements.

Q: One of our DV providers indicated that the "Fleeing DV" element was going away, but I don't remember reading or hearing that. Is it true?

A: Nothing will change with introduction of the FY 2024 Data Standards related to the 4.11 Domestic Violence element.

Q: If we cannot use Eva and already reached out to our vendor, would the next step be to put in an AAQ? Is it okay to use the "old" tool instead to start data cleaning in the meantime?

A: If you, or your vendor, are having issues resolving problems identified by Eva, please log an issue in [GitHub](#) and we'll be happy to help. The old HMIS CSV Data Quality Tool can be used but isn't supported anymore if you run into problems unfortunately. It won't be updated for the FY24 data standards so we encourage you to get in touch on GitHub so we can help you get up and running with Eva.

Q: Can we use Eva now or do we have to wait?

A: You can definitely upload a file to Eva now to start your data quality checks.

Q: Are any HMIS Vendors having issues with using Eva?

A: Eva is a web-based application whose target audience is HMIS Administrators. In order to use the tool, HMIS Administrators must be able to generate an HMIS CSV that has been hashed and complies with the [FY22 HMIS CSV Specifications](#). Files with errors or inconsistencies (in comparison to the specs) in what Eva considers [core columns](#) will be rejected. Users can download the file structure analysis and work with their vendor to correct the issues causing the rejection. If you are having trouble producing a file that is accepted by Eva, please work with your vendor. We do not have insight into whether any vendors are unable to produce this file.

Q: I am still getting error messages in Eva relating to the file having null values. When will that be corrected?

A: The issue we were aware of was resolved on 8/10. If you are still having an issue please log it on GitHub - we are happy to get that addressed.

Q: Are there plans to record a more targeted demo/tutorial for Eva? This is an exciting tool - having clear documentation/recorded materials outside of this webinar specific to its functionality would be very helpful

A: This is excellent feedback. We'll make a note of this.

Q: How is Street Outreach handled? Specifically, around Date of Engagement & Current Living Situation?

A: In Eva, Street Outreach data is checked for data quality requirements in a similar way to other project types. It allows you to set the number of days since the record has been updated with a Current Living Situation after which a Street Outreach client would be considered a long stayer in your CoC. It does not check for Date of Engagement data quality issues at this time. A full list of checks that Eva runs can be found here: <https://github.com/abtassociates/eva/blob/main/public-resources/EvaChecks.xlsx>

Q: To clarify, do we upload the hashed CSV export to Eva or the LSA export from HMIS?

A: You will upload the hashed HMIS CSV Export to Eva, not the LSA export.

Q: Any chance of integrating HIC in the future?

A: Both the HIC and the PIT modules currently in HDX 1.0 are currently being built in HDX 2.0 and will be in place for the FY 24 reporting year data collection for HIC and PIT that will open after February 2024. Please stay tuned for updated HUD and the HDX Team guidance about this.