

# HMIS Lead / Sys Admin – Q&A

## Questions from 03/16/2022 Webinar

For any questions that were not addressed on the webinar, or if there are specific questions to your own systems, please submit an HMIS AAQ to receive a thorough answer: <https://www.hudexchange.info/program-support/my-question/>

**Q:** How many sessions must one attend to receive the HMIS Foundational Certificate at NHSDC?

**A:** Four of the six foundational workshops are required for the certificate, as well as completing the evaluations at the end of each session. You can see the “HUD Certificate of Completion” track here: [https://whova.com/web/nhsdc\\_202203/](https://whova.com/web/nhsdc_202203/)

**Q:** What exactly is an HMIS foundational certificate?

**A:** If you attend 4 of the 6 "foundational" sessions (providing introductory level information for HMIS admins and leads) at NHSDC, you'll get a certificate acknowledging that you completed those foundational courses at NHSDC. It could be used by you locally in a number of different ways and is just an acknowledgement of your completion of those sessions.

**Q:** Is there a HIC/PIT due date yet?

**A:** April 29, 2022 8:00 pm Eastern Time

**Q:** Are HMIS Leads required to conduct background checks?

**A:** Background checks are not required in the 2004 Data Standards, but could be considered in hiring practices, as well as others like applications, interviews, reference checks, etc.

**Q:** What about more than one end user logging in with the same end user account? Or using the account of a person who no longer works at the organization. Are either of these acceptable?

**A:** It is a violation of the security standards to have more than one end user logging in with the same end user account or using the account of a person who no longer works at the organization. Regular audits of HMIS user accounts should be happening to ensure accounts aren't being used in this way.

**Q:** What about HMIS data entry on a public wifi, is that secure?

**A:** That would not be secure according to the HMIS data standards unless you were using a VPN.

**Q:** Given this guidance with privacy and security of HMIS data, what is your opinion on how to share data with health care organizations for data matching purposes?

**A:** If your privacy notice allows for that disclosure then you would be allowed to share it, and the transfer of that data would fall under security protocols to ensure the data doesn't go to the 'wrong' places.

**Q:** Is the CSV tool still in Beta testing?

**A:** It is on the HUD Exchange and out of beta: <https://www.hudexchange.info/resource/6555/hmis-csv-data-quality-tool>

**Q:** Will we be able to give LSA feedback beyond this session?

**A:** Yes. Please put in an HMIS AAQ with the heading "LSA Feedback" - <https://www.hudexchange.info/program-support/my-question/>