

HMIS Lead / Sys Admin – Q&A

Questions from 10/19/2022 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: What was the deadline that HMIS vendors were given to have LSA export reports to be ready for the upcoming submission?

A: There is no definitive deadline for vendors to have the exports available.

Q: If we are not attending NHSDC, will the presentations be available online afterwards?

A: The four HUD sessions that are taking place on Tuesday will be livestreamed, and the recordings will be available on the HUD Exchange shortly after the conclusion of the conference.

Q: While HDX 2.0 won't be able to process new Stella data, will the previously Stellavized data be available?

A: Yes. However, HDX 2.0 will be completely down from 10/27-10/31/22.

Q: Is the new homelessness prevention guidance rescinding the previous guidance that they be exited from HP and opened in RRH even if funding is still coming from HP?

A: Yes. If a participant becomes homeless while participating in an HP project, HUD is not requiring the participant to be exited from the HP project. They can continue to be assisted in the HP Project. The CoC must determine how they want to handle these situations.

Q: Is Homelessness Prevention considered a residential project type?

A: No.

Q: Can we use Prevention funding for relocation instead of transferring to RRH?

A: Providing relocation and stabilization services under the HP component is allowable. Please submit an AAQ to the ESG desk if you have a more specific question about eligible uses of funding.

Q: Is there a deadline for feedback on the new data elements?

A: 12/31/2022

Q: What's the rationale for moving away from male and female as identities?

A: The data element is seeking to collect information about a participant's gender. The terms "male" and "female" are sex designations, not genders. The proposed changes would address this issue.

Q: Will there still be a multi-racial option?

A: In the proposed combined element, you would be able to select as many that apply, yes.

Q: If a high number of recommendations for a specific HMIS change is collected, does that give the change a better chance to being considered over another change that hasn't been suggested by as high of a number of folks?

A: There are many factors that influence changes to the data standards: level of interest in a change,

burden to participants and the community, technical complexity, regulatory or legal requirements for example.

Q: When updates do happen, will there be mapping to the new response options?

A: Yes.

Q: Has there been any discussion about adding pronouns?

A: Not at this time. Please submit all suggestions to the AAQ: <https://www.hudexchange.info/program-support/my-question/>

Q: Is there any consideration for adding sexual orientation? Our state is requiring us to begin reporting this data.

A: It is currently being discussed as an option for PSH programs at this time, but there is no firm decision at this point.

Q: Is transgender experience meant to be asked of all clients?

A: Yes

Q: When will the Stella M user guide be posted?

A: The guide is still working its way through the approval process and will be posted once it successfully navigates all of that. This will be announced through the HUD Exchange.

Q: Is removing SSN from the data standards part of the proposed set of changes?

A: SSN changes are being considered, but the final recommendation has not been determined.

Q: Will we get flags back during the beginning of the initial LSA upload phase?

A: Yes. All error and warning flags will be available from the beginning of the submission window on November 1st.

Q: Are there future plans to allow HMIS Leads to upload the LSA year-round?

A: You can currently upload a local use file at any time, for any time period. Only a subset of the error and warning checks are applicable and therefore are performed on local use files.

Q: Will there be any guidance on identifying the errors in the data? Historically this has been problematic and very time consuming to resolve.

A: The Data Quality Tool can help you find problematic data. The flag guidance provided within HDX 2.0 for each flag has been updated for clarity and the Common Flags Library has been expanded to provide additional guidance. The updated Common Flags Library will be announced through the HUD Exchange once it is posted.

Q: Is the HMIS CSV DQ Tool up to date?

A: Yes. We are currently developing a new, web-based version of the tool, but the current tool is up to date and ready to be helpful.

Q: Are there going to potentially be new flags this year?

A: There are 15 new flags.

Q: Can you all notify the community of future DQ tool changes so we can download the latest version?

A: Yes. Those announcements will be made through the HUD Exchange and on the HMIS Lead calls.

Q: If we have a high number of warnings in the LSA, do ALL warnings need to be addressed before asking for them to be reviewed?

A: Not all warnings need to be addressed before submitting but we suggest submitting when you don't plan on adding notes within the next 48 hours – you will not be able to add warning notes while the dataset status is set to “Submit for Review.” Once the Data Quality Team has reviewed all notes, they will send it back to CoCs to add information to warning notes. We recommend submitting notes ahead of the final deadline in case we need more information to resolve a note/warning.

Q: What is the timeframe that notes will be reviewed by liaisons once a dataset is submitted?

A: The timeframe is 24-48 hours but in high submission times (like at the end of the data and review period) might be longer. So we recommend submitting early even if it's not all of your warnings.

Q: Who will the data liaisons be reaching out to? And if there is a different preferred contact, can we change it?

A: Data liaisons will reach out to the CoC Primary and Submitter in HDX 2.0. We will include other identified contacts from the previous year. Please confirm your primary is the best contact. You can submit an AAQ to notify us of additional persons to include, or the primary can respond to the outreach email with additional people to include in communications.

Q: When will liaisons be reaching out regarding the Region-Based Introduction Calls.

A: Liaisons will be reaching out in the first 2 weeks after HDX opens regarding the region-based intro calls.

Q: What are the times of day for the various LSA deadlines?

A: The cutoff on 1/11/2023 is 11:59pm Pacific Time. Interim deadlines don't have cutoff times.

Q: Is there a way to delete old LSA data sets?

A: Yes, you can delete old datasets. You can do so from the "View All Datasets" page (you'll see a little trash can next to any given upload). Reminder that we recommend replacing (instead of deleting and uploading new) Official HUD Review Files during this data cleaning cycle so that warning notes are maintained from one upload to the next.

Q: If we fix errors/warning the same day or the next day, when do we upload again?

A: You can go ahead and upload again immediately. You'll just want to REPLACE the original dataset that you uploaded – that way the system will be able to track warnings and errors that have persisted from one upload to the next. Also note that every time you upload a new dataset, the dataset status goes back to “Needs CoC review” - if it was previously in “Submitted for Review” because you wanted your Data Quality Team to review warning notes, you will need to manually hit the “Submit for Review” button again.

Q: Do we have to leave the notes directly in the system or can we download as Excel and enter all notes in there and upload or send to all at once?

A: You have to leave notes in the HDX 2.0 interface. There's no way to upload notes from an excel document into HDX 2.0. You can use a bulk update feature within the HDX 2.0 interface if the same note applies to multiple warnings.

Q: Will there be a notice of when the reviewer is done?

A: Yes, when the Data Quality Team is done reviewing, they will mark the dataset as “Needs CoC Review” if there are additional issues that need to be addressed. When this happens, an auto email will be sent to the CoC Primary and the person who uploaded the most recent dataset.

Q: Will SPMs and PIT/HIC move to HDX 2?

A: Yes. The HIC and PIT will be moved into HDX 2.0, but it will be the year after next.