Sheltered PIT Count and HMIS Data Element Crosswalk

Resource Overview

This document provides a crosswalk for mapping Homeless Management Information System (HMIS) data elements to the required sheltered Point-in-Time (PIT) count reporting categories in the Homelessness Data Exchange (HDX 1.0). The crosswalk may be used to assist Continuums of Care (CoCs) interested in using the client data collected in their HMIS from emergency shelter, Safe Havens, and transitional housing projects to generate the sheltered portion of the PIT reporting requirements. Use of the crosswalk is optional. The contents of this document, except when based on statutory or regulatory authority or law, do not have the force and effect of law and are not meant to bind the public in any way. This document is intended only to provide clarity to the public regarding existing requirements under the law or agency policies.

HUD created this tool to assist communities in their efforts to report the information collected in their HMIS in their sheltered PIT counts. CoCs may choose to use all or a subset of these elements, depending on their local methodology and how data are collected in the CoC's HMIS. More information on HMIS Data Standards can be found on the HUD Exchange. Please refer to the 2020 HMIS Data Standards page on the HUD Exchange, which includes links to the most recent **HMIS Data Dictionary, HMIS Data Standards Manual**, and an **Interactive HMIS Data Standards Tool.** Please also refer to the latest *Notice* for Housing Inventory Count (HIC) and PIT count data collection for more comprehensive information and instructions related to each data element and PIT count data requirements. CoCs should carefully review any new guidance posted to ensure accurate data collection and reporting.

CoCs should complete these steps to use HMIS to identify the right projects and people to include in the sheltered PIT count:

1. Refer to the Housing Inventory Count (HIC) and identify all projects listed as emergency shelter (ES), Safe Havens (SH), or transitional housing (TH). **All people residing in these projects must be included in the sheltered PIT count, and all projects serving people included in the sheltered PIT count must also be included in the HIC.**

2. Use the Project Descriptor Data Elements to filter these projects in HMIS.

3. Identify the universe of people to include in the sheltered PIT count using Universal Data Elements.

4. Use other Universal Data Elements and Program Specific Data Elements to identify demographic and other subpopulation data. **A summary of data elements that CoCs will need to query in HMIS is described on the next page, according to phases for establishing the universe of projects and clients and determining client characteristics.**

Summary of Universal HMIS Data Elements to Query for PIT Count Reporting:

Step 1. Project Descriptor Data Elements to Identify Universe of Projects
2.01 Organization Information
2.02 Project Information
2.03 Continuum of Care Information
2.07 Bed and Unit Inventory Information

Step 2. Universal Data Elements to Identify Universe of People
3.01 Name
3.02 Social Security Number
3.10 Project Start Date
3.11 Project Exit Date
3.15 Relationship to Head of Household
3.16 Client Location
5.08 Personal Identifier
5.09 Household Identifier

Step 3. Universal Data Elements to Identify Demographic Data
3.03 Date of Birth
3.04 Race
3.05 Ethnicity
3.06 Gender
3.07 Veteran Status
3.08 Disabling Condition
3.917 Prior Living Situation

Step 4. Program Specific Data Elements to Identify Subpopulation Information among Sheltered Persons
4.08 HIV/AIDS
4.09 Mental Health Problem
4.10 Substance Abuse
4.11 Domestic Violence (Optional)

Step 1: Project Descriptor Data Elements to Identify Universe of Projects. Use these data elements to identify the universe of projects to include in the sheltered PIT count and to assist with categorizing persons counted into project types and household types.

Element Number and Name	Applicable Field & Responses	Purpose
2.01 Organization Information	**Field 2:** Organization Name	To map persons counted to organizations listed on the HIC and deduplicate for those organizations participating via survey
2.02 Project Information	**Field 2:** Project Name	To identify projects and ensure consistency with emergency shelter, Safe Haven, and transitional housing projects listed on the HIC
	Field 3: Continuum Project	To include projects within the geographical boundaries of the CoC served by the HMIS whose primary purpose is to meet the specific needs of the people who are homeless by providing lodging and/or services.
	Field 6: Project Type 1 Emergency Shelter 2 Transitional Housing 8 Safe Haven	To include only projects relevant to the sheltered count, consistent with projects listed on the HIC.
2.03 Continuum of Care Information	**Field 1:** Continuum Code – HUD assigned	To include only projects operating within the CoC's geographic area
2.07 Bed and Unit Inventory Information	**Field 4:** Household Type 1 Households without Children 3 Households with at least one adult and one child 4 Households with only children	To identify which projects serve which household types

Step 2: Universal Data Elements to Identify Universe of Persons. Use these data elements to identify the universe of persons to include in the sheltered PIT count and to assist with deduplication.

Element Number and Name	Applicable Field & Responses	Purpose
3.01 Name	**Field 1:** First (text) **Field 2:** Middle (text) **Field 3:** Last (text) **Field 4:** Suffix (text)	To produce an accurate, unduplicated count and support the unique identification of each person counted
3.02 Social Security Number	**Field 1:** Social Security Number	To produce an accurate, unduplicated count and support the unique identification of each person counted
3.10 Project Start Date	**Field 1:** Project Start Date	To be used with Project Exit Date to determine whether client was "sheltered" on the night of the PIT count
3.11 Project Exit Date	**Field 1:** Project Exit Date	To be used with Project Entry Date to determine whether client was "sheltered" on the night of the PIT count
3.15 Relationship to Head of Household	**Field 1:** Relationship to Head of Household 1 Self 2 Head of household's child 3 Head of household's spouse or partner 4 Head of household's other relation member 5 Other: non-relation member 8 Client doesn't know 9 Client refused 99 Data not collected	To assist in linking family members to one household and identify number of households served
3.16 Client Location	**Field 1:** Information Date (date information was collected) **Field 2:** HUD-assigned CoC code for client's location (*correlates to Project Descriptor Data Element 2.03*)	To identify persons assisted who are residing in the CoC on the night of the PIT count, in instances where a project provides shelter across multiple CoC geographies. Also useful for identifying persons within a Consolidated Plan jurisdiction for Con Plan reporting, if the Con Plan geography is not identical to the CoC's geography.
5.08 Personal Identifier	**Field 1:** Personal ID (HMIS Generated)	To obtain an unduplicated count of homeless persons sheltered and unsheltered within the CoC on the night of the PIT count
5.09 Household Identifier	**Field 1:** Household ID (HMIS Generated)	To assist in counting the number of households served

Step 3: Universal Data Elements to Identify Demographic Data. Use these data elements to identify the demographic information of sheltered persons and to assist with deduplication.

Element Number and Name	Applicable Field & Responses	Purpose
3.03 Date of Birth	**Field 1:** Date of Birth **Field 2:** DOB Data Quality 1 Full DOB reported 2 Approximate or partial DOB reported 8 Client doesn't know 9 Client refused 99 Data not collected	To identify the age of persons served and categorize persons counted into applicable household types and age categories and to support deduplication *Note:* If response 2, 8, 9, or 99 (i.e., if data are missing), data must be extrapolated to account for client's age.
3.04 Race	**Field 1:** Race (as many as are applicable) 1 American Indian or Alaska Native 2 Asian 3 Black or African American 4 Native Hawaiian or Other Pacific Islander 5 White 8 Client doesn't know 9 Client refused 99 Data not collected	To count number of persons who identify themselves within different racial categories. *Note:* If more than one response among 1, 2, 3, 4, and 5 is selected, the clients should be counted as having "multiple races." If response 8, 9, or 99 (i.e., if data are missing), data must be extrapolated to account for client's race.
3.05 Ethnicity	**Field 1:** Ethnicity 0 Non-Hispanic/Non-Latino 1 Hispanic/Latino 8 Client doesn't know 9 Client refused 99 Data not collected	To count number of persons who do and do not identify themselves as Hispanic or Latino. *Note:* If response 8, 9, or 99 (i.e., if data are missing), data must be extrapolated to account for client's ethnicity.

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Step 3: Universal Data Elements to Identify Demographic Data. Use these data elements to identify the demographic information of sheltered persons and to assist with deduplication.

Element Number and Name	Applicable Field & Responses	Purpose
3.06 Gender	**Field 1:** Gender 0　Female 1　Male 2　Trans Female (MTF or Male to Female) 3　Trans Male (FTM or Female to Male) 4　Gender-Non-Conforming (i.e., not exclusively male or female) 8　Client doesn't know 9　Client refused 99　Data not collected	To count number of persons who identify themselves within different gender categories. *Note:* The PIT count requires CoCs to report all people who identify as transgender in a single data field. If using HMIS to generate clients' genders for a sheltered PIT count, responses 2 (Trans Female) and 3 (Trans Male) in this field should be added and reported together under the PIT count field for "Transgender." If response 8, 9, or 99 (i.e., if data are missing), data must be extrapolated to account for client's gender.
3.07 Veteran Status	**Field 1:** Veteran Status 0　No 1　Yes 8　Client doesn't know 9　Client refused 99　Data not collected	To count the number of persons who are veterans of the United States armed forces and categorize persons into applicable populations. *Note:* If client is an adult AND this field includes response 8, 9, or 99 (i.e., if data are missing), data may be extrapolated to account for client's veteran status.
3.08 Disabling Condition	**Field 1:** Disabling Condition 0　No 1　Yes 8　Client doesn't know 9　Client refused 99　Data not collected	To assist in counting persons who meet chronic homeless criteria, in conjunction with 2.4 Project Type and 3.917 Living Situation (see additional guidance below for relevant response options) *Note:* If client is an adult AND this field includes response 8, 9, or 99 (i.e., if data are missing), data may be extrapolated to account for client's veteran status.

Step 3: Universal Data Elements to Identify Demographic Data. Use these data elements to identify the demographic information of sheltered persons and to assist with deduplication.		
Element Number and Name	**Applicable Field & Responses**	**Purpose**
3.917 Prior Living Situation:	**Field 1:** Living Situation	The FY 2020 Data Standards specify that data entry in Prior Living Situation requires that fields used in determining CH are only answerable under certain conditions. The fields must be examined in a specific sequence to know whether a client is definitely chronically homeless, definitely not CH, or if the CH status is don't know/refused or unknown due to incomplete data.

Please use the sequence of data analysis required for CH status at a point in time from the HMIS Reporting Glossary. The means, generally, that a client is currently enrolled in an emergency shelter or safe haven project (clients currently in transitional housing do not qualify as chronically homeless), a 3.08 Disabling Condition is present and the length of stay in the prior living situation plus the current shelter/safe haven stay meets or exceeds 12 continuous months OR they've experienced homelessness four times for a total of 12 months in three years or less. This could also include prior living time if they came from a chronic homeless situation into an institutional setting where they stayed for 90 days or less or if it was prior to a break in homelessness of less than 7 days.

If you have less than 20 percent missing data in this element, the best practice would be to extrapolate to cover the missing data. |
	Field 2: Length of Stay (and applicable dependencies)	
	Field 3: Approximate Date Homelessness Started	
	Field 4: Number of times the client has been on the streets, in ES, or SH in the past three years	
	Field 5: Total number of months homeless on the street, in ES, or SH in the past three years	

Step 4: Program Specific Data Elements to Identify Subpopulation Information. Use these data elements to identify subpopulation information among sheltered adults		
Element Number and Name	**Applicable Field & Responses**	**Purpose**
4.08 HIV/AIDS	**Field 1:** HIV/AIDS 0 No 1 Yes 8 Client doesn't know 9 Client refused 99 Data not collected	To count number of adults who have been diagnosed with AIDS or tested positive for HIV. Note that these data are collected for all clients in HMIS, so be sure to limit the count for PIT purposes to adults. "Yes" (response 1 in Field 1) must be selected to be counted in this category. If you have less than 20 percent missing data in this element, the best practice would be to extrapolate to cover the missing data.
4.09 Mental Health Problem	**Field 2:** Mental Health Problem 0 No 1 Yes 8 Client doesn't know 9 Client refused 99 Data not collected **Dependent A – Dependent to Field 2 & Response 1:** Expected to be of long-continued and indefinite duration and substantially impairs ability to live independently 0 No 1 Yes 8 Client doesn't know 9 Client refused 99 Data not collected	To count number of adults with serious mental illness. Note that these data are collected for all clients in HMIS, so be sure to limit the count for PIT purposes to adults. Adults with a mental health problem (response 1 in Field 2) must also meet the qualifications identified in the term "disability" (response 1 in Dependent Field A: "is expected to be long-continuing and indefinite duration.") If you have less than 20 percent missing data in this element, the best practice would be to extrapolate to cover the missing data.

Step 4: Program Specific Data Elements to Identify Subpopulation Information. Use these data elements to identify subpopulation information among sheltered adults		
Element Number and Name	**Applicable Field & Responses**	**Purpose**
4.10 Substance Abuse	**Field 2:** Substance Abuse Problem 0 No 1 Alcohol abuse 2 Drug abuse 3 Both alcohol and drug abuse 8 Client doesn't know 9 Client refused 99 Data not collected **Dependent A – Dependent to Field 2 & Response(s) 1-3:** Expected to be of long-continued and indefinite duration and substantially impairs ability to live independently 0 No 1 Yes 8 Client doesn't know 9 Client refused 99 Data not collected	To count number of adults with a substance use disorder. Note that these data are collected for all clients in HMIS, so be sure to limit the count for PIT purposes to adults. Adults with a substance use disorder (responses 1-3 in Field 2) must also meet the qualifications identified in the term "disability" (response 1 in Dependent Field A: "is expected to be long-continuing and indefinite duration.") If you have less than 20 percent missing data in this element, the best practice would be to extrapolate to cover the missing data.

Step 4: Program Specific Data Elements to Identify Subpopulation Information. Use these data elements to identify subpopulation information among sheltered adults		
Element Number and Name	**Applicable Field & Responses**	**Purpose**
4.11 Domestic Violence (Optional)	**Field 2:** Domestic Violence Victim/Survivor 0 No 1 Yes 8 Client doesn't know 9 Client refused 99 Data not collected **Dependent B – Dependent to Field 2 & Response 1:** Are you currently fleeing? 0 No 1 Yes 8 Client doesn't know 9 Client refused 99 Data not collected	To count number of adults who are actively fleeing domestic violence (DV) if your CoC chooses to include this subpopulation count in the PIT submission to HUD. Note that this PIT count field is optional. Adult DV Victims/Survivors (response 1 in Field 2) must also be "currently fleeing" (response 1 in Dependent Field B) in order to be included in this population in the PIT count. If your CoC chooses to include DV data in the PIT count and if your CoC has any DV providers that use a comparable database, you should also pull these same data elements from your comparable database to include those data in your PIT count to HUD. If you have less than 20 percent missing data in this element, the best practice would be to extrapolate to cover the missing data.