

# HMIS@NCCEH System Updates

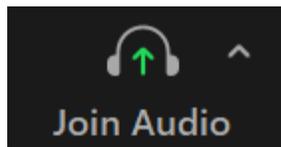
December 2023



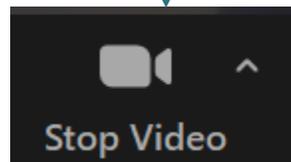
**NC COALITION** to  
**HOMELESSNESS** end

# Know your Zoom icons!

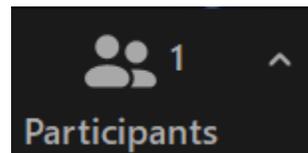
Select Computer or  
Phone for your  
audio connection



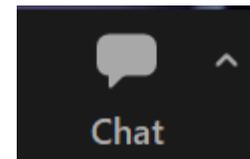
Turn on and off  
your camera  
(we love to see you!)



Find out who is  
here or edit  
your name



Join the  
conversation!



# Agenda

December 2023

## System Updates

- System Update Meeting Change 2024
- APR, CAPER, CE APR & PATH Delayed Update
- HMIS Practice Site Flash

## Training and Resources

- Phase 2 LSA/SPM Data Corrections Complete
- Hashed HMIS CSV & EVA
- ZenGuide Knowledge Base Highlight

## What's Next

- PIT/HIC

## Questions/Concerns?

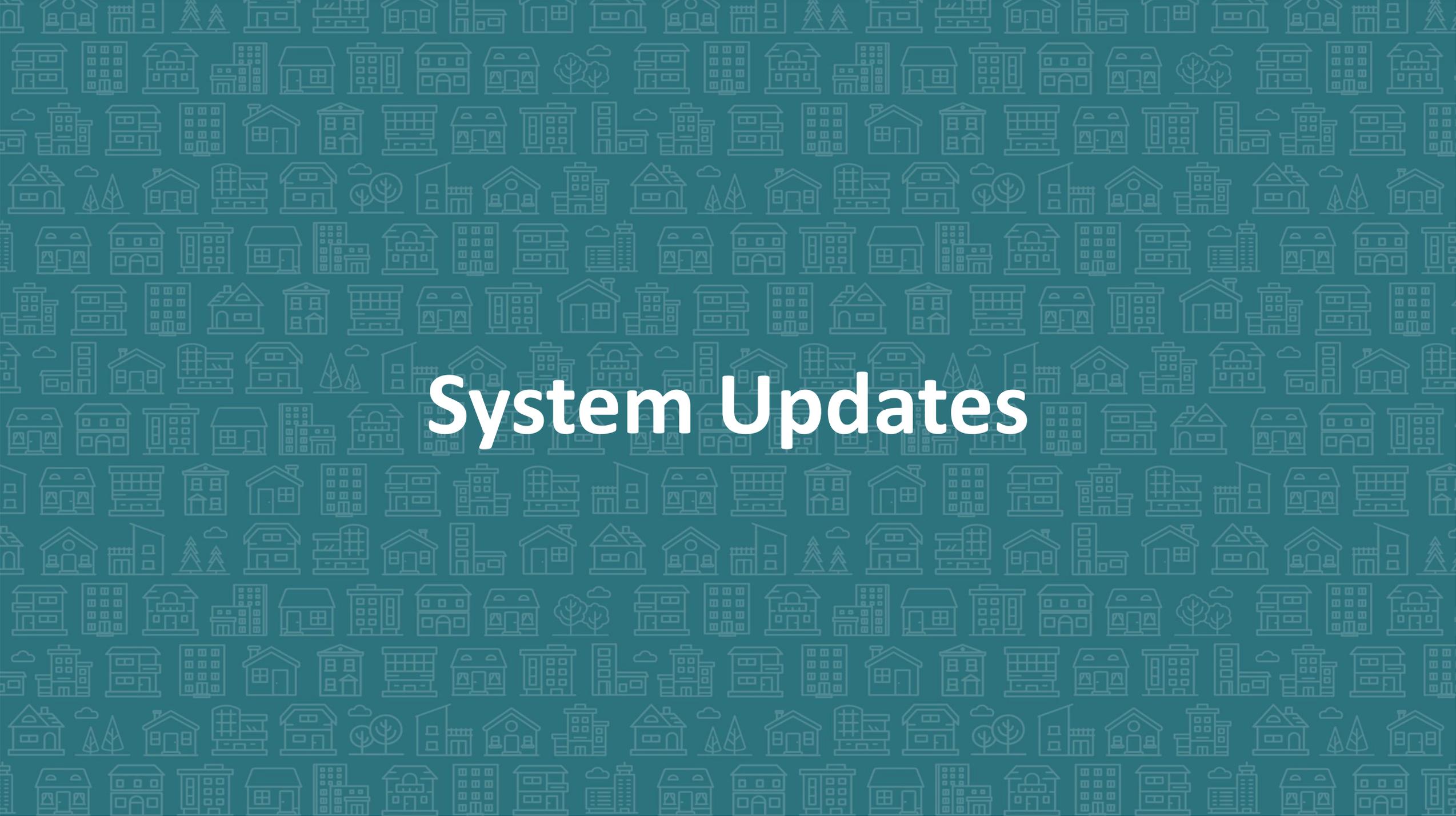


NCCEH

What kind of ball doesn't bounce?

A snowball!





# System Updates

# Systems Updates Meeting Time Change

We have a new Systems Updates Meeting Date & Time for January 2024!

1st Wednesday of the month 10 – 11am (Starting Jan 3rd)

We will be re-evaluating this date after a few months to ensure we have the best time chosen

Thank you for the votes to help us make this decision



# CoC APR, ESG CAPER, PATH, CE APR Reports Delayed

- Another delay for the HMIS Canned Dashboard Reports
- WellSky's current release schedule:
  - CoC APR & ESG CAPER - Dec 28<sup>th</sup>
  - PATH Annual Report - Jan 5<sup>th</sup>
  - CE APR - Feb 15<sup>th</sup>
- Grantees should contact their CPD representative in the field office for APR to request extensions for grants due before mid-January
- Utilize the A020 Data Quality Monitoring Report in place for Data Quality Checks

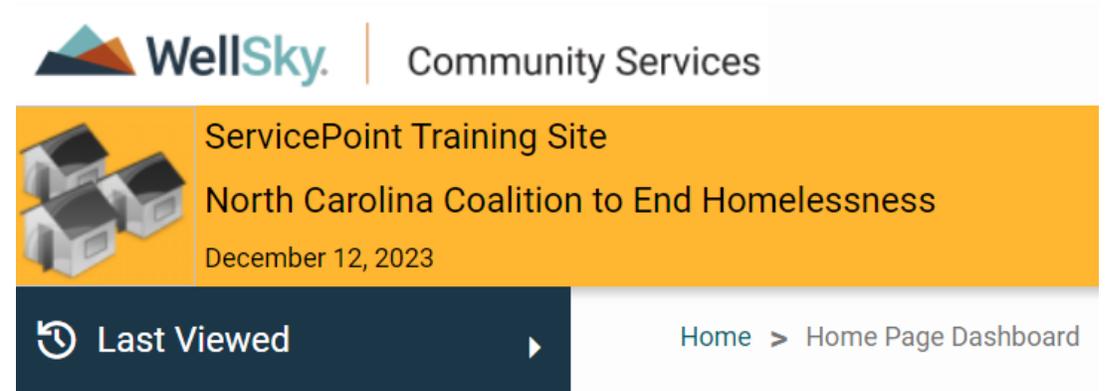
# SSVF and GPD reports Issues

- The SSVF Data Quality Report has been retired
  - For DQ Support use the Hashed HUD CSV and Eva (demo coming up!)
- GPD Export has not been developed
  - Contact the Data Center to get a HUD CSV Export



# HMIS Practice Site Flash

- The practice site will be ‘flashed’ or copied December 15th
  - New users submitted their test client cases by Friday, December 8<sup>th</sup>
  - Data Center staff are reviewing cases this week
- The practice site will be available to new users again on December 18<sup>th</sup> for training
  - Site will reflect the live site like new projects and sharing since July
  - <https://wscs.wellsky.com/hmisncceh/training>



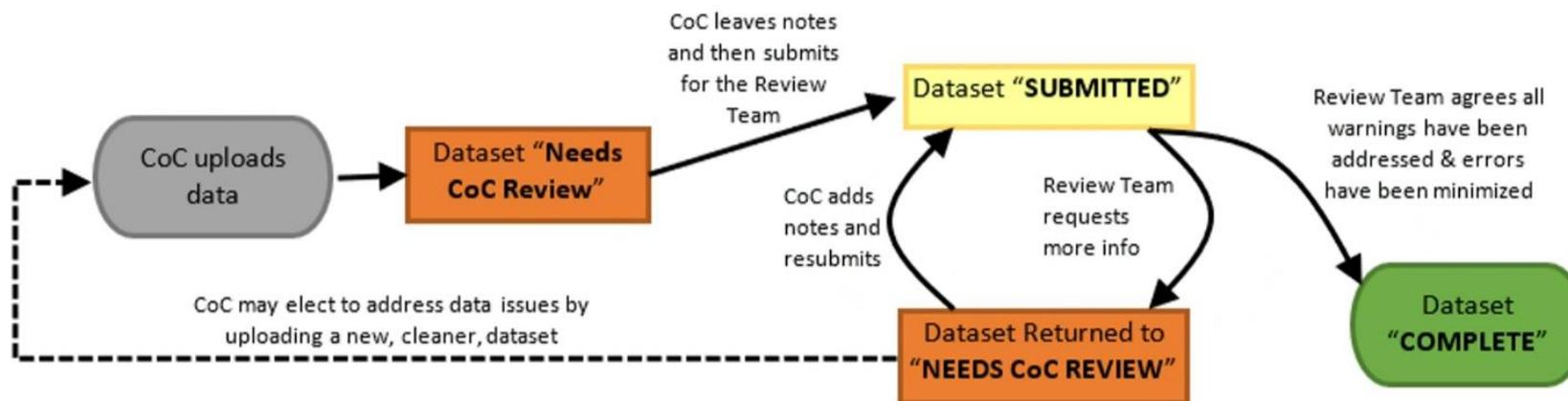
The screenshot displays the WellSky Community Services interface. At the top, the WellSky logo is followed by 'Community Services'. Below this, an orange banner features an icon of three houses and the text: 'ServicePoint Training Site', 'North Carolina Coalition to End Homelessness', and 'December 12, 2023'. A dark blue button labeled 'Last Viewed' with a circular arrow icon is positioned below the banner. To the right, a navigation link reads 'Home > Home Page Dashboard'.



# Training and Resources

# LSA/SPM Phase 2 Data Corrections Due

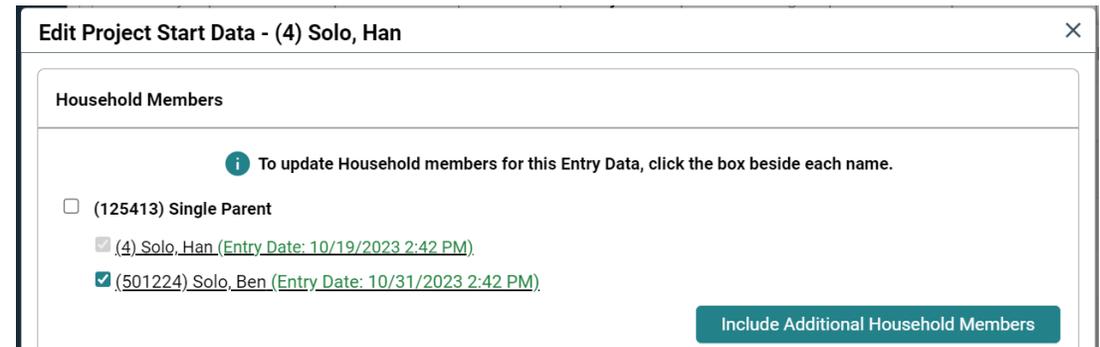
- Thank you to users who have submitted their LSA corrections!
  - If you haven't already, respond to your "Phase 2 LSA errors" email with your responses in the Agency Response column
- This annual report is submitted to Congress and ensures that our Homeless Response System is Funded!
  - As a reminder, HUD may ask for additional information
  - Some issues *must* be corrected like Duplicate Entries, No Head of Households



# LSA/SPM Data Corrections: Common Errors

## Household Issues

- All clients have required questions at Intake
- The Household tab is about possibility
- Unite families on the Entry/Exit tab for enrollments



The screenshot shows a web interface titled "Edit Project Start Data - (4) Solo, Han". Below the title is a section labeled "Household Members". An information icon (i) is followed by the text: "To update Household members for this Entry Data, click the box beside each name." Below this, there is a list of household members with checkboxes:

- (125413) Single Parent
- (4) Solo, Han (Entry Date: 10/19/2023 2:42 PM)
- (501224) Solo, Ben (Entry Date: 10/31/2023 2:42 PM)

At the bottom right of the form, there is a teal button labeled "Include Additional Household Members".



# LSA/SPM Data Corrections: Common Errors

## Project Overlaps:

- Clients cannot sleep in more than one location
- If the Overlap is out of your visibility settings, confirm your project start date/move-in date/end date

| Entry / Exit  |      |   |                    |  |   |   |   |   |  |
|---|------|---|--------------------|--|---|---|---|---|--|
| Program   | Type |   | Project Start Date | Exit Date  | Interims  | Follow Ups  | Client Count  |   |  |
|  Union County Community Shelter - Union County - Emergency Adult Shelter - ES - State ESG (1296) | HUD  |  | 11/07/2023         |             |  |  |  1 |  |  |
|  Heading Home - Rowan County - Emergency Shelter (7389)  | HUD  |  | 10/12/2023         |  11/12/2023 |  |  |  1 |  |  |

[Add Entry / Exit](#) Showing 1-2 of 2

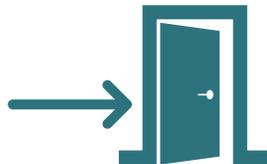
# LSA/SPM Data Corrections: Common Errors

## Invalid Housing Move-In Date:

- Housing Move-In Dates before the project start date is invalid
- Additional notes can be entered in the Client Notes section



|  
~~Housing Move-In Date~~  
~~4/25/23~~



Project Start Date  
1/25/23



Housing Move-In Date  
4/25/23



Project Exit Date  
9/25/23





# LSA/SPM Data Corrections: Common Errors

## Correcting an Invalid Housing Move-In Date:

- If the client was previously housed, save a blank HMID

Housing Move-in Date    

Housing Move-in Date    



| History - Housing Move-in Date  |                          |                 |  |            |   |   | ✕   |  |
|---|--------------------------|-----------------|--|------------|---|---|---|--|
|   | Date Effective           | User Adding     | Provider Adding                                    | Value      |   |   |   |  |
|  | 12/12/2023<br>8:30:50 AM | Andrea<br>Carey | North Carolina<br>Coalition to End<br>Homelessness | 08/10/2023 |  |  |  |  |

Showing 1-1 of 1

# Hashed HMIS CSV Report & EVA

- HUD has developed a new Data Quality tool called EVA
- SSVF users will need to use this tool in place of the retired SSVF Data Quality Report
- All Users can run and utilize this report
- The [Dashboard Report: Hashed HMIS CSV](#) ZenGuide is now available
- Users can view additional information in the [Eva Quick Start Guide](#) on the HUD Exchange



# ZenGuide Knowledge Base

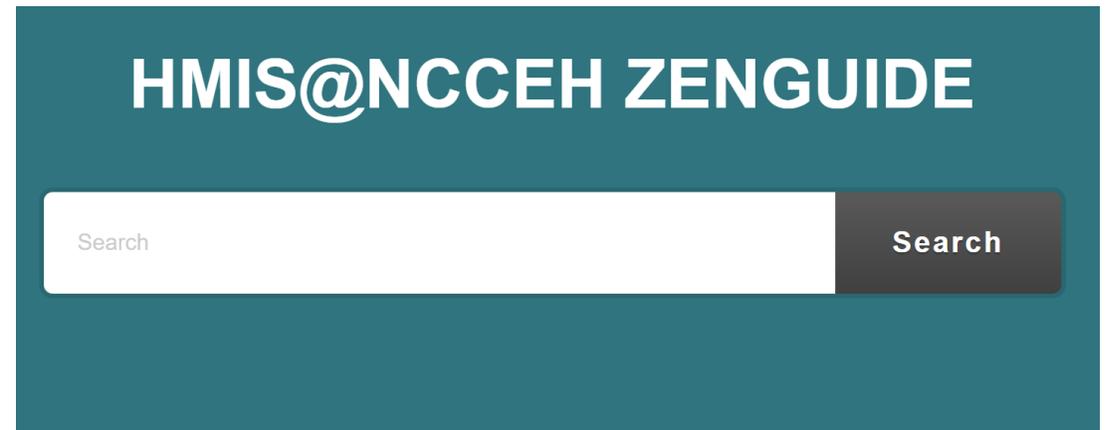
## Your first stop for answers

94 Articles and counting!

- We use your search results to develop new articles
- Highlight:
  - Adding a new household member mid-stay [ClientPoint](#) or [ShelterPoint](#)
  - [Dashboard Report: Hashed HMIS CSV](#)
  - [HMIS Point-In-Time & Housing Inventory Count Process](#)

## Bookmark it!

<https://ncceh.zendesk.com/hc/en-us>

A screenshot of a search bar interface. The background is a dark teal color. At the top, the text "HMIS@NCCEH ZENGUIDE" is written in white, bold, sans-serif font. Below this, there is a white search input field with the placeholder text "Search" in a light gray font. To the right of the input field is a dark teal button with the word "Search" in white, bold, sans-serif font.



**What's Next?**

# What's Next Calendar

| Due      | Event Name  |
|----------|---|
| Dec 20th | <del>Monthly HMIS Training (Canceled)</del>                           |
| Jan 3rd  | Monthly Systems Updates Meeting 10 - 11AM                             |
| Jan 24th | Durham & Orange CoCs' Point in Time and Housing Inventory Count Night |
| Jan 31st | NC BoS Point in Time and Housing Inventory Count Night                |
| Feb 7th  | Monthly Systems Updates Meeting                                       |
| Mar 1st  | A020 Data Quality Report Submission Deadline                          |

Go to [ncceh.org/events](https://ncceh.org/events) for all event details!





# Questions?

Let's Troubleshoot!

## Contact NCCEH

hello@ncceh.org

919.755.4393

NCEndHomelessness 

@NCHomelessness 

nc\_end\_homelessness 

## Contact NCCEH Data Center Help Desk

hmis@ncceh.org

919.410.6997



NCCEH