

# HMIS@NCCEH System Updates

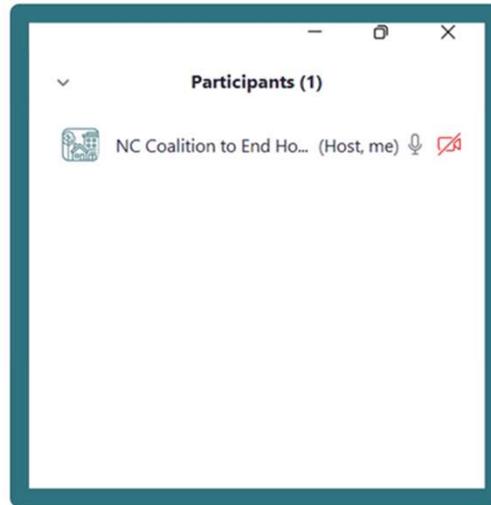
May 2024



**NC COALITION**<sup>to</sup>  
**HOMELESSNESS**<sub>end</sub>

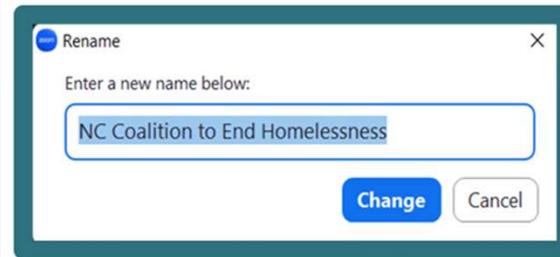
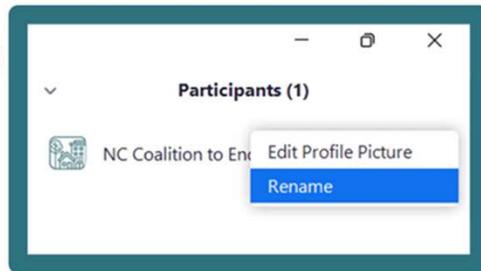
# Edit your Zoom Screen Name!

1



*How to change your  
screen name:*

2



# Agenda

May 2024

## System Updates

- Set Date & Time for 2024 System Updates
- June A020 Data Quality Submissions

## Training and Resources

- New Data Center Team Member
- Coc APR & ESG CAPER Training Recap
- Upcoming Training
- NCCEH Staff Anchor Day
- ZenGuide Knowledge Base Highlight

## What's Next?

## Questions/Concerns?



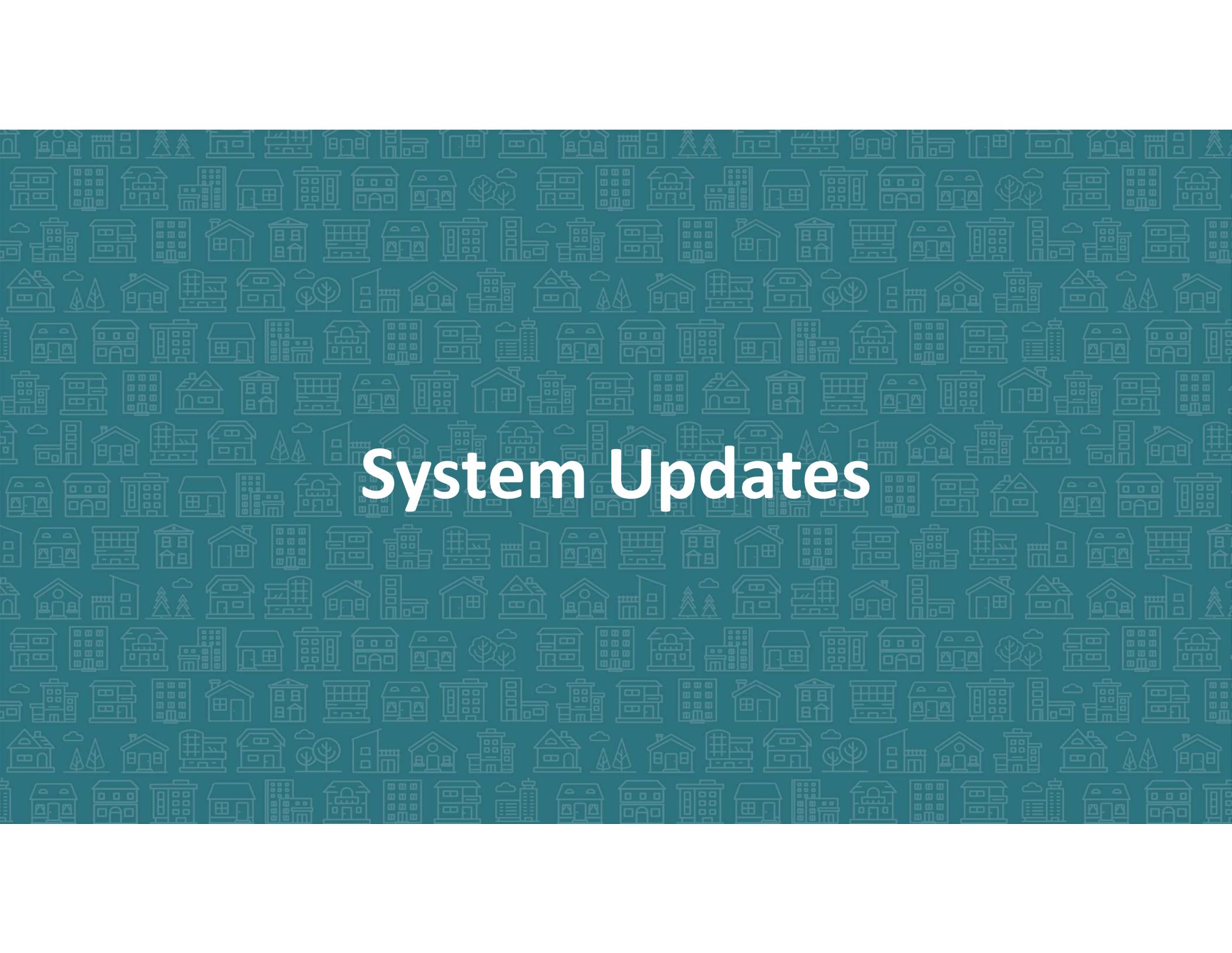
NCCEH

# Why did the flower crash its bicycle?

It lost control of the petals



NCCEH



# System Updates

# Systems Updates set on the First Wednesday

- The first Wednesday of each month at 10 will be the set date and time for our System Update Meetings for 2024
- Since this time last year, attendance has increased by 47%. Due to this increase, we will not be revisiting this date & time this year
- Ensure that your calendar is up-to-date with the new time



# June A020 Data Quality Report Submissions

## The Next A020 Data Quality Report is Due June 30<sup>th</sup>!

You can start running your reports now to check for any errors

Reminder that this is a required submission as part of our [Data Quality Plan](#)

## Report Error:

- The NC UDE Income Detail tab still miscalculates client Income. In turn, those tables have been hidden to avoid further confusion because of the miscalculation
- Use the CoC APR & ESG CAPER Reports to find and correct income errors

We will continue to work on correcting the report error.



# Common Errors Found

- Remember to check your Prompts before submission

User Prompt Field	Value(s) Selected
Select Reporting Group(s):	- Optional Prompt -
Select Provider(s):	Heading Home - Rowan County - Emergency Shelter(7389)
Select CoC(s):	None Selected
Select Program Type Code(s):	- Optional Prompt -
EDA Provider:	Heading Home - Rowan County - Emergency Shelter(7389)
Enter Start Date:	10/1/2022
Enter End Date (PLUS 1 Day):	6/1/2023
Enter Effective Date:	6/1/2023

Prompts

▼  A020 - Data Quality Monitoring Report v8 [Edit Prompt Values](#)

Select Reporti...		C... ▼
Select Provide...	Heading Home - Rowan County - Emergency Shelter(7389)	C... ▼
Select CoC Co...	None Selected	C... ▼
Enter Start Date:	10/1/2023 12:00:00 AM	C... ▼
Select Progra...		C... ▼
EDA Provider	Heading Home - Rowan County - Emergency Shelter(7389)	C... ▼
Enter effective ...	5/1/2024 12:00:00 AM	C... ▼
Enter End Dat...	5/1/2024 12:00:00 AM	C... ▼

- Disability “long-continued” question should always be Yes if the disability type is Yes
- Re-check any Client Doesn't Know, Client Prefers not to Answer, and Data Not Collected (DNC) entries with your clients





# Training and Resources

# Welcome our new Team Member Mia



We are excited to announce our new team member Mia!

Mia Philips is from NYC, currently living in Durham NC. Mother of two girls. The eldest is five and the youngest is two. She enjoys traveling and reading. She is now working towards building community connections, to assist those in the community in need of resources.

Please give Mia a warm welcome and we look forward to better help serve our users, more effective for funders, and better for client services!!



# CoC APR & ESG CAPER Training

Great In-depth training on how to best utilize the reports for different needs.

## **Topics discussed:**

- Unique Differences
- How to check enrollments in your project
- Exporting the Report (difference between uploading to Sage & sending to grantees)
- Differences between Data Quality errors & re-checks
- Performance Metrics/Outcomes

The [Slides](#) & [Recordings](#) of the training are available on [ncceh.org/hmis/news](https://ncceh.org/hmis/news)



# Upcoming Training

## Hashed CSV & EVA Training:

- May 29<sup>th</sup>
- Purpose of Report
- How to Run the Report
- How to Export
- How to upload a report to EVA
- How to read data quality errors

## This training is for:

- Anyone who wants to level-up on their data reviews and program management.
- SSVF and GPD grantees should also leverage this tool for their monthly uploads.

Check our [Calendar](#) for more upcoming meetings!



# NCCEH Staff Anchor Day

- Every six months, NCCEH Staff has a team building and staff improvement day
- Our next Anchor day is May 14th – 15th until 12pm.
- NCCEH Staff will be Out of the Office durring this time and wil not be able to respond to any emails sent.
- Utalze any Zenguides, past trainings, previous emails for any questions that may arise durring our absance



# ZenGuide Knowledge Base

## Your first stop for answers

103 Articles and counting!

- We use your search results to develop new articles
- Highlight:
- [A020 - Data Quality Monitoring Report](#)
- [CoC - APR \(Annual Performance Report\)](#)
- [ESG - CAPER \(Consolidated Annual Performance and Evaluation Report\)](#)
- [Dashboard Report: Hashed HMIS CSV](#)

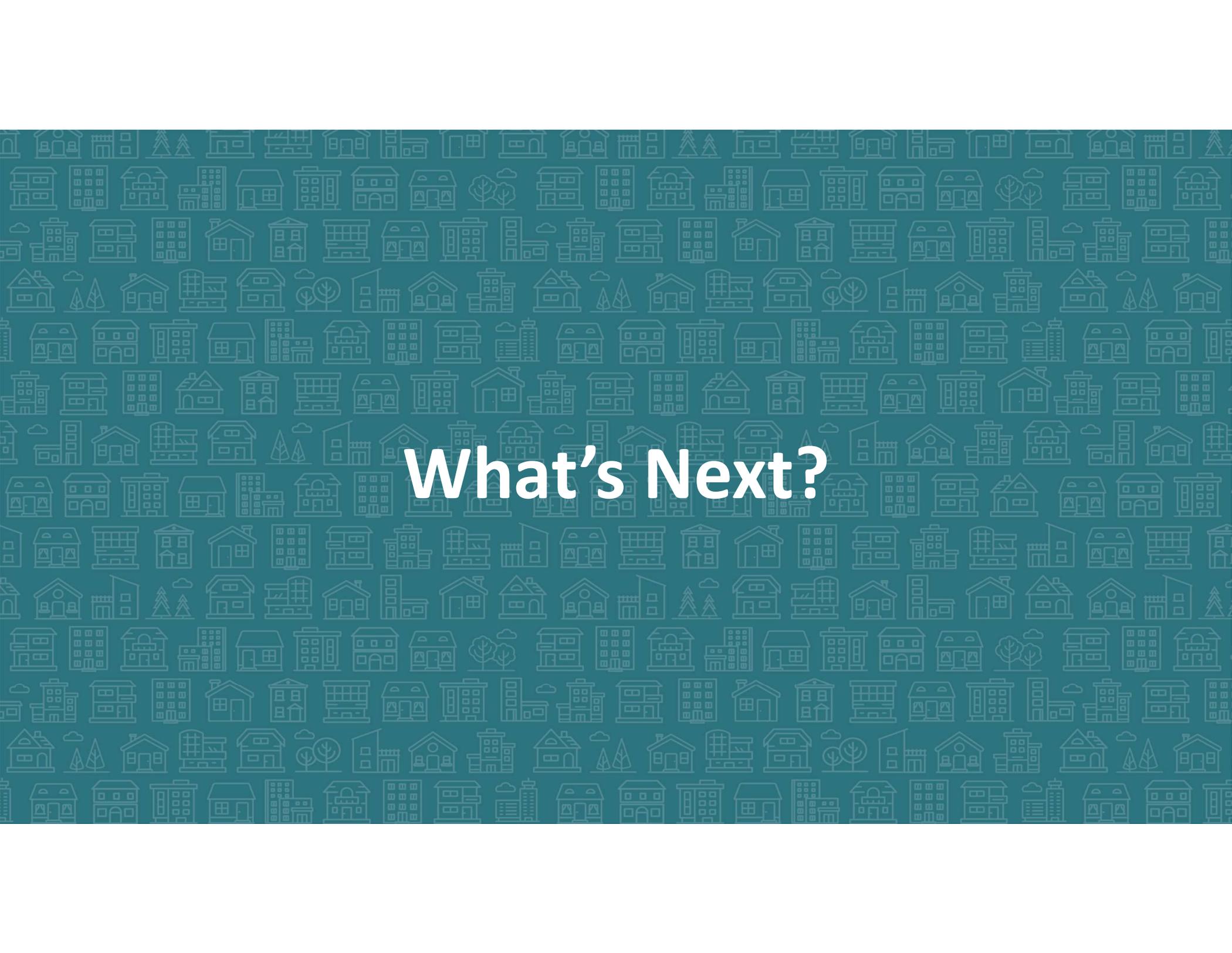
## Bookmark it!

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



The image shows a search bar interface for the HMIS@NCCEH ZENGUIDE. The search bar is white with a dark teal background. The text "HMIS@NCCEH ZENGUIDE" is displayed in white above the search bar. The search bar itself contains the placeholder text "Search" and a dark teal button with the text "Search" in white.





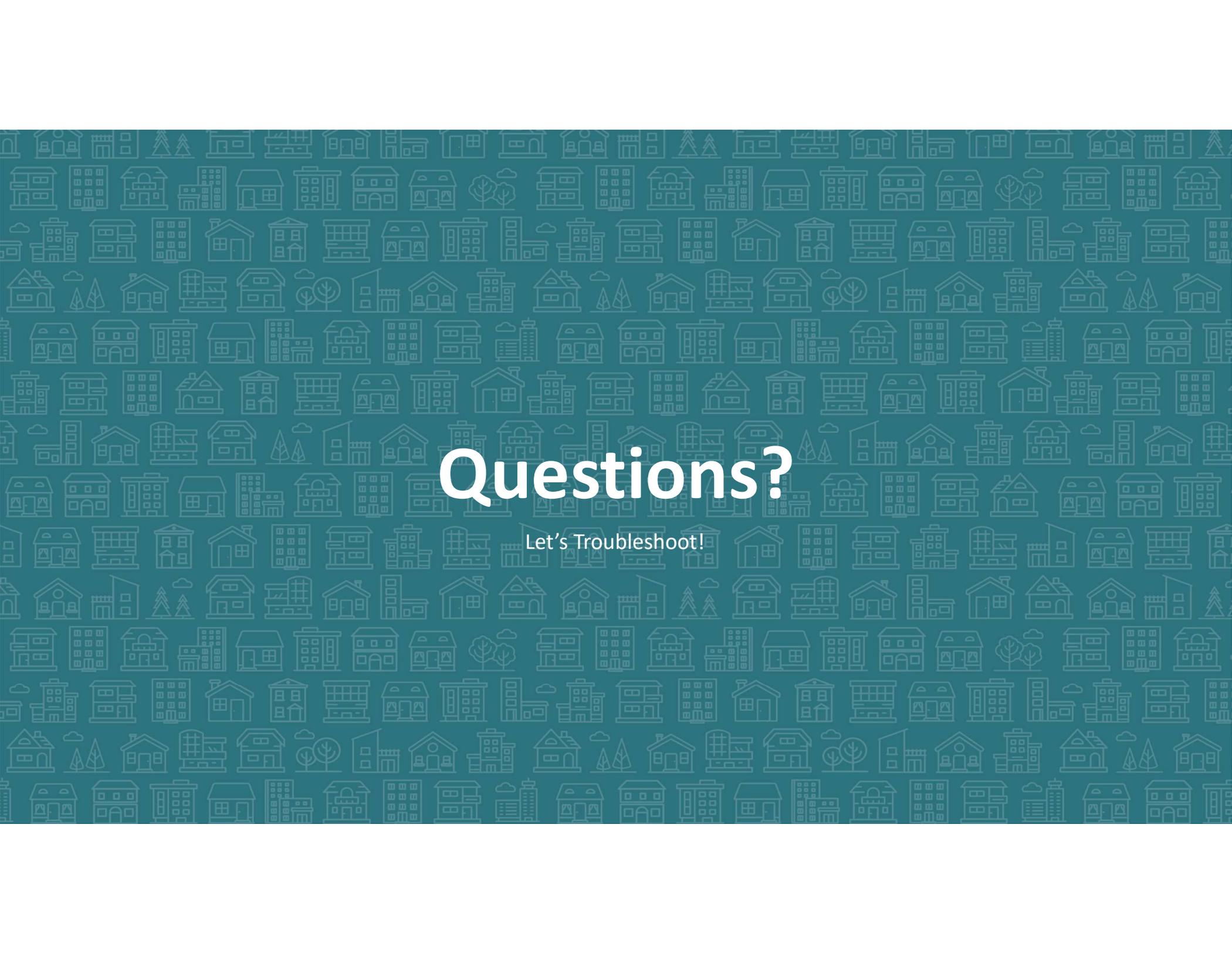
What's Next?

# What's Next Calendar

Due	Event Name
May 14 - 15th	NCCEH Staff Anchor Day
May 29th [Rescheduled]	Monthly Training: Hashed CSV & EVA 10 - 11am
June 4 – 5 <sup>th</sup>	<u><a href="#">2024 Bringing It Home Conference</a></u>
June 12th [Rescheduled]	HMIS Systems Updates Meeting 10 – 11am
June 19th	Monthly Training: TBD 10 - 11am
June 30th	A020 Data Quality Submission Deadline for October 2023 – May 2024 Reporting Period

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





# Questions?

Let's Troubleshoot!

## Contact NCCEH

hello@ncceh.org

919.755.4393

## Contact NCCEH Data Center Help Desk

hmis@ncceh.org

919.410.6997

NCEndHomelessness 

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