COVID-19 Response in HMIS Guide

Use this guide to record critical information about COVID-19’s impact on your clients, spread through our system, and support you need.

Last Updated: 04/8/2020

Objectives: To understand total count of clients with COVID-19 symptoms (fever, new or worsening cough, shortness of breath), in isolation, in quarantine, in hospitals, and in recovery in our system and the dates for each event.

Who: All current and new clients with symptoms for COVID-19. Don’t worry if clients have not been tested. CDC and HUD guidance is to not wait – we do not want to undercount! All projects should screen new and current clients for symptoms. COVID-19 does not discriminate between project or household types. As you initiate screening to evaluate client needs, integrate data entry procedures for clients with symptoms.

How to enter data: Client Profile tab, beneath the additional Race options.

- Add Yes for “Symptoms consistent with COVID-19” if appropriate. Leave blank if No symptoms.
- Add client reported Date for “date symptoms started:” for ALL with symptoms. If the client is unsure or can’t remember, enter today’s date.
- Add Date for “isolation date:” if appropriate. Isolation is used to separate sick people from healthy people.
- Add Date for “quarantine date:” if appropriate. Quarantine is used to keep someone who might have been exposed to COVID-19 away from others. Leave blank if Not Applicable or Unknown.
- Add Date for “hospitalized date:” if due to COVID-19 symptoms. Leave blank if Not Applicable or Unknown.
- Only add Positive or Negative for “test result” if a result is known. Leave blank if Not Applicable or Unknown.
- Add Date for “when tested” when clients report being tested. Leave blank if Not Applicable or Unknown.
- Add Date for “results provided” when it was available to the client. Leave blank if Not Applicable or Unknown.
- Add Currently symptomatic, No longer symptomatic, Recovery, or Deceased for “current symptomatic disposition” as the client’s status changes. Leave blank if Not Applicable or Unknown.
- Add Date for “symptomatic disposition date” when the client’s disposition changes. Do not change the date unless the disposition response has changed. Leave blank if Not Applicable or Unknown.

Hover over the question for extra tips and reminders!