

The first part of this document contains meeting notes from the Training. The second part contains relevant Q&As from the webinar session.

Notes

1.) INTRODUCTION

- a. New HMIS team member – Glorianna Vercruyssen!
- b. Attendees are **responsible to share what they've learned with their agencies. Those agencies that could not attend have until 06/15/18 to take quiz and have it counted as attendance**

2.) FEEDBACK

- a. Last month's attendees asked for ShelterPoint training. It would be best to not cover ShelterPoint in this training because of the differences between the 2 Continuums; don't want to sow confusion.
- b. Received 2 negative reviews but they didn't give a reason. Please include reason so we can improve.
- c. Request for solid schedule – all future AATs to be held the last Wednesday of the month, before Noon.
- d. Complete survey results: <https://www.surveymonkey.com/results/SM-L52SLRFYL/>

3.) TRAINING: Pre-Refresher Training for Permanent Housing Programs

- a. Why?
 - i. New data standard (important!)
 - ii. It's coming soon to Refresher Training
- b. PH terms defined:
 - i. **Project Start/Entry Date:** The date the client:
 1. meets the criteria for the housing project
 2. indicates they want housing at this project
 3. is able to access the housing project
 4. this is DISTINCT FROM the date they move-in
 - ii. **Housing Move-In Date:** The date the client physically moves into unit
 - iii. **Exit Date:** The last day of continuous stay at project
 - iv. *Note on Exiting a Client:* If evicted, client should be exited from project – EVEN if they later reenter project

4.) NOTE: Clarity on "Veteran Information" Sub-Assessment

- a. You can modify the sub-assessment but don't add another line

5.) TRAINING: How to use ART Report: 0550 – Exit Destination Outcomes (v4)

- a. **Purpose:**
 - i. For projects using the "Entry/Exit destination" question; mainly to compare pos. & neg. outcomes
 - ii. To count types of exits from your program; chart project success; useful for funding applications; for tracking how projects are progressing during a funding period
 - iii. Not a federal report, just a simple count
- b. **Pros:**
 - i. Counts the total number of client Exits, sorted by type
 - ii. Shows more than just the most recent Exit Destination
 - iii. Groups pos. & neg. exits by variables – can see how those variables associate with the pos. & neg. destinations
- c. **Cons:**
 - i. Does not count clients (if a client has several exits within the specified period, each is counted)
 - ii. Not smart/sophisticated (if you want most recent exit destination, see APR)

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- iii. Only shows, “At some point, the client went to this ___ destination”
- d. *How to Run: (see video)*
 - i. Locate 0550 and fill out prompts (run for any time period)
- e. *How to Read: (see video)*
 - i. Most users only use tabs A (*overview*) and L (*count of clients by criteria*)
 - ii. Every other tab associates variables with pos. & neg. outcomes
 - 1. e.g. “94% of 15-19 yr old. Client exits are positive” (tab E – age and outcome)
 - 2. e.g. “56% of exits of individuals who have 0 services by the provider during their stay are positive” (tab H – number of services provided and outcome)

Q&A

Webinar Question	Answer
<i>If I see that a client already has an existing record under the Veteran Information Sub-Assessment, should I also create one?</i>	No. You could modify the existing one but do not create another entry. If you have additional questions, please reach out to us through the Help Desk Ticketing Portal, or via phone.
<i>Which report do I use to get a client exit count for my program?</i>	Depends: If you want a raw number of clients who exited in a period, use the APR . But if you want a count of <i>kinds</i> of client exits, you will want to use the 0550 .
<i>If a client exit is marked “indeterminate”, how do I find out which clients are in that indeterminate group?</i>	You would filter the detailed list of clients (Tab M) to only show exit destinations categorized as “indeterminate”. FIRST, go to Tab N “Additional Information” and review which Exit Destinations are categorized as having an “indeterminate” outcome. NEXT, with these in mind, go to Tab M “Detail” of the completed 0550 report. (This tab contains a detail of the client’s information as included in the report.) Using the powers of Excel, you can filter Column E “Exit Destination” to find all exit destinations that your report categorized as “indeterminate”.