

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. Attendees are **responsible to share what they've learned with their agencies. Those agencies that could not attend have until 09/10/18 to take quiz and have it counted as attendance**

2.) FEEDBACK

- a. Training is too long: Consider delegating a different agency rep to watch the video, or learn at your own pace using the “Notes & Recording” email.
- b. Tips & Tricks/FAQs on common reports: We want this too – no ETA at this time however ☹️

3.) NEWS: Glori PROMOTED

- a. Is now “Program Specialist” – focusing on BOS needs/support

4.) NEWS: ART 0500 Series “Retiring”

- a. The most common one used is the 0550 – but you can get the same info by running the “canned” CoC-APR.

5.) UPDATE: New Universal Data Elements

- a. For both CoC's:
 - i. Maricopa: PICKLIST of Maricopa Cities
 - ii. BOS: PICKLIST of major cities and all counties throughout Balance of State
- b. They are tied to “prior living situation” field
- c. Coming October 1, 2018

6.) UPDATE: New SPDAT Report

- a. Used by any provider that uses the FULL SPDAT (typically housing providers)
- b. Limited to showing the SPDATs only if there is a matching Entry/Exit
- c. After running, if your output isn't as expected, workflow modifications may be needed

7.) UPDATE: Improved “New Project Request” Process

- a. Goal – to lessen the back-and-forth (we need a lot of info to make a project in HMIS)
- b. There is an ALTERED FORM to be filled out, it's hosted on the HMISAZ.org website where the old one was
 - i. It asks basic contact info, and you then pick one of TWO options: to schedule a phone call, OR ask for a direct link to the NEW online Questionnaire
- c. If you opt for link, we send a CUSTOM link to Questionnaire (do NOT REUSE links)

8.) TRAINING: Using and Interpreting ART Report: 0640 HUD Data Quality Framework

- a. USED by HUD to review Data Quality of each Continuum of Care
- b. ALSO USED to help identify (and correct) data problems!
- c. SEE VIDEO MORE DETAIL



Q&A

<i>Webinar Question</i>	<i>Answer</i>
<i>Are funders aware that we won't be able to use the 0550 report any longer?</i>	<p>We have notified the primary (major public) funders who require this report. This includes individual city/county ESG recipients, and Valley of the Sun United Way. We told them we no longer support the 0550 report in the future, but we ENCOURAGE individual agencies to let their funders know as well, as we can't guarantee our message to administration made it to the individual contract person your agency works with.</p>
<i>Will custom assessments with UDEs be changed too?</i>	<p>We'll decide this on a case-by-case basis. If your agency enters Universal Data Elements through a custom assessment, we will have a conversation with your agency about the best way to implement the new UDE question changes.</p>
<i>About the new UDE questions – which reports will these be pulled into?</i>	<p>This won't appear on reports we deliver to funders yet. At this time, we're simply analyzing what this data can tell us, before adding it to common/standard reports.</p>
<i>How will we monitor these new UDE questions for Data Quality?</i>	<p>Normally, people use 0252 Data Quality ART report for Data Quality checking. We may modify the 0252 Report to include an additional tab to check on just these new UDE questions. We would not modify the Summary Table, because some funders ask for that specific table and we don't want to confuse the funders.</p>
<i>About the new SPDAT Report – what about those clients who have entered into the housing program before my agency started using HMIS and entering VI-SPDATS?</i>	<p>If there is data NOT entered into HMIS (such as the pre-HMIS data you are talking about) than that would not show on the new report. Also, note that the new report is <u>only</u> for the Full SPDAT <u>not</u> the VI SPDAT.</p>
<i>Where can I find the Full SPDAT form?</i>	<p>If you are trained and qualified to use the SPDAT tool, documentation can be acquired from the creators of the tool – Orgcode – have a look here: www.orgcode.com</p>
<i>Is the new project request process the same for BOS?</i>	<p>Both Maricopa and BOS have the same instructions for requesting a new project. Only on the back end, the HMIS team has additional steps when creating a BOS project (we must contact ADOH).</p>
<i>When looking at the 0640 ART Report output – what does "DNC" mean?</i>	<p>"Data Not Collected"</p>
<i>Is there a way to make data corrections directly from the 0640 ART Report output? Like, a link between the client ID and HMIS?</i>	<p>No – the report is an Excel (or PDF) document. You need to be logged into ServicePoint to correct errors. Direct links to errors can be found in some of the "Canned" reports, like the CoC-APR Report, but not in any ART (Advanced Reporting Tool) Reports, because they are Excel files (or PDF).</p>