

Housekeeping

- A recording of the training and the slides will be posted to the RHYTACC website.
- You should be hearing audio by now! Let us know in the Q&A box if you can't and someone will help you.
- Audio is available through your computer speakers.
- To join the webinar via the phone, please call in using:

Phone Number: 1-855-797-9485

Access code: 161 631 6362

The Ask box should be set to All Panelists to submit a question.

Q&A

All (0)

Host
Presenter
Host && Presenter
All Panelists
Jeanne Goodman

Ask: All Panelists

Select a panelist in the Ask menu first
and then type your question here.

Send

If Q&A isn't available it can be opened from the Q&A button



RH^Y-HMIS

Runaway & Homeless Youth: Homeless Management Information System Grantee User Training



Participant Information

- 50 minutes of presentation & 10 minutes of Q&A at the end
- Lines are muted
- Q&A box is active & will be answered throughout presentation
- We'll pause and escalate questions verbally for clarity
- Any technical issues please let us know

Welcome & Introductions

Introduction & message from Resa Matthew, Director, Division of Adolescent Development and Support, Family and Youth Services Bureau



- Today's team
 - Presenter: Mary Schwartz, Abt Associates
 - Presenter: Thuan Huynh, Abt Associates
 - Technical Support: Tommy Joe Bednar, Abt Associates

Agenda

- RHY-HMIS Overview
- User Roles & Account Management
- Security & Privacy Protocols
- Grants & Repository Slots
- Uploading Data
- Understanding Data Quality
- RHY Reporting
- Accessing Technical Assistance



RHY-HMIS

RHY-HMIS

- Legislatively mandated to collect and report data
- Data are used to:
 - Measure the effectiveness of RHY programs
 - Inform design of future changes
 - Inform funding decisions
 - Provide data to FYSB Federal Project Officers for monitoring
 - Provide data to Congress
- Available to Grantees for their use via the RHY-HMIS Dashboard
- Data are uploaded once in 2020, and twice yearly after that

HMIS Participation Planning

- Reach out to your HMIS Lead/CoC Lead
- Sign up for and attend HMIS Training to obtain HMIS access
- Review your CoC's Privacy Policy and HMIS Policies and Procedures

Data Collection and Consent

- RHY Grantees must safeguard youth's privacy and confidentiality
- NO CONSENT NEEDED FOR:
 - Data entry (use)
 - Data submission to FYSB (use)
- CONSENT:
 - Required for sharing (disclosure) with any other entity (besides FYSB)
 - Should be obtained from parents (if minor) or youth themselves
 - Method of consent is determined locally
- USES and DISCLOSURES should be outlined in CoC's Privacy Policy and available widely

Creating an Upload File (*Technical Stuff*)

- **Format**: HMIS CSV FY 2020 v1.8 – 256 Hashed
- Extract the data into separate files according to the HMIS Project Types you are funded to serve
- Save locally using the following file naming convention:

File Name Part 1	File Name Part 2	File Name Part 3	File Name Part 4	File Name Part 5
Grantee ID	RHY Program Name	HMIS Project Type	Report Period	User

For example: 100_TLP_TH_FY2020_MaryS



RHY-HMIS Repository

Dates to Remember

- **HMIS Lead / Vendor Testing:** August 10th - August 14th
- **RHY Grantee/User Testing:** August 17th - August 21st
- **Fall 2020 Data Submissions:**
 - Grant period of performance ENDING in 2020: September 7th – 25th
 - Grant period of performance NOT ENDING in 2020 : October 26th – November 16th
- Check with FPOs for Grant Period of Performance Information

RHY-HMIS Roles + Permissions

	Grantee User	Grantee Manager	Federal Project Officer (FPO)
Upload data	X	X	X
View Reports (Data Quality + Status Summary)	X	X	X
Add or Remove Grantee Users within agency		X	
Add Project-specific information to Grant		X	

Security & Privacy Protocols

- The **'User Access Request Form'** – Please submit completed forms to the RHY-HMIS Service Desk in order for you to access the RHY-HMIS
 - *Please have your Grantee Manager sign the form (pages 2 and 7) – your Grantee Manager/Authorized User is the ADO in Grant Solutions*
 - Rules of Behavior (ROB) include data protection, privacy, prohibited activities, and other rules that *users must agree* to in writing prior to being granted RHY-HMIS Repository access.
- Signed forms will be stored in the RHY-HMIS User's RHY-HMIS Account
- Required Cybersecurity Awareness Training (please submit certificate to Service Desk)

Security & Privacy Protocols

- Two-Factor Authentication (2FA)
 - Each user can choose email, SMS text message or phone call to access
 - Once the RHY-HMIS user account has your contact information, you will be sent a validation code via an SMS text message
 - A 6 digit code can be sent to your email, text or phone call; the code will last approximately 10 minutes from being sent

Security & Privacy Protocols

- Edit Profile → Two-Factor Authentication (2FA)

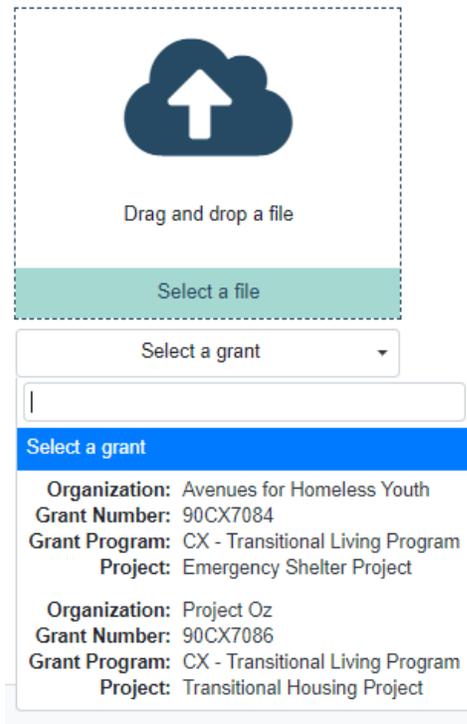
Edit Profile

Name	RHY-HMIS Administrator
Username	admin
Email	abt.rhyhmis+admin@gmail.com
Role	RHY-HMIS Administrator
Phone	<input type="text"/>
2FA Method	<input type="radio"/> E-mail <input type="radio"/> Call <input checked="" type="radio"/> SMS (mobile only)
New Password	<input type="text"/>
Confirm Password	<input type="text"/>

Grant Dropdown Slot Management

Uploads » Create New

Step 1: Upload ZIP File



Drag and drop a file

Select a file

Select a grant

Select a grant

Organization: Avenues for Homeless Youth
Grant Number: 90CX7084
Grant Program: CX - Transitional Living Program
Project: Emergency Shelter Project

Organization: Project Oz
Grant Number: 90CX7086
Grant Program: CX - Transitional Living Program
Project: Transitional Housing Project

- Users who upload data → choose the correct information from the dropdown
- Grantee Managers are **required** to set up correct grant dropdown option slots in order for grantee users to upload HMIS files to:
 - A grantee user **cannot** upload data *until* the grantee manager adds project information to the grant. A grantee user can also request help with the RHY-HMIS Service Desk, if needed

Grantee Manager – How to Add Project Attributes for Grant Dropdown

Projects Create New Export

Show 10 entries Search:

Organization	Grant	Project Name	Tools
Avenues for Homeless Youth	90CX7084 CX - Transitional Living Program	Emergency Shelter Project	
Project Oz	90CX7086 CX - Transitional Living Program	Transitional Housing Project	

Showing 1 to 2 of 2 entries Previous 1 Next

Projects » Create New

Project Name

Project Type

Organization

Grant

- One slot per project type
- Each upload should contain only that project type’s client data

- The name of the “Project” in the RHY-HMIS Repository should help a grantee user remember what file to upload to that slot – matching it to the HMIS Project that you extract from is the best choice to ensure data quality

Privileged User (Grantee Manager) Security Training

- A Privileged User is a person who, by virtue of function, and/or seniority, has been allocated powers within the computer system, which are significantly greater than those available to the majority of “users.”
- RHY-HMIS Grantee Managers are considered Privileged Users because they have the ability to execute the following privileged functions that a regular user cannot execute:
 - ✓ Create new Grantee user accounts
 - ✓ View, Edit, and Lock or Unlock Grantee user accounts
 - ✓ Remove Grantee users from their organization
 - ✓ Create and edit projects, project type, organization and associate with a grant
 - ✓ View Grants within their organization

Security Best Practices

- RHY-HMIS privileged user accounts must only be used for authorized purposes.
- Before approving Grantee users and creating new accounts, the Grantee Manager must:
 - ✓ Confirm the identity of the Grantee users
 - ✓ Confirm that Grantee users are using a work email address and not a personal one
 - ✓ Confirm that the Grantee users completed and signed the User Access Request Form and the Rules of Behavior
 - ✓ Confirm that the Grantee users completed their General Security Awareness Training within the last 12 months, and make sure that users take the training annually

Security Best Practices

- When creating a new Grantee user account, it is important to set a username that is easy to remember, does not contain any sensitive information such as the user's Social Security Number, does not contain any common names such as Admin or User, and avoid punctuation.
- Only add Grantee users that need access to the information system. Never create user accounts that are not needed.
- New users should and will only be given the level of access they need to perform their functions.
- Immediately notify the RHY-HMIS Service Desk when a user is leaving or no longer needs access to RHY-HMIS.
- Never share information from RHY-HMIS with unapproved parties.
- If you suspect that any data within the system was lost, changed, or disclosed to unauthorized parties, or something is not working as it should, contact the RHY-HMIS Service Desk.



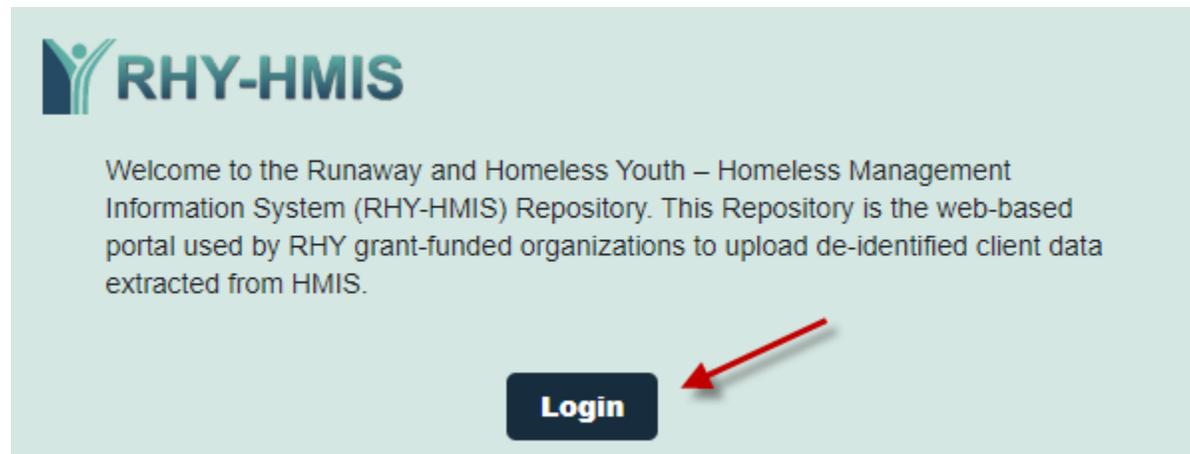
Uploading Data

Recap

- Collected data in HMIS;
- Exported data to a CSV file;
- Grantees have submitted account requests to the RHY-HMIS Service Desk (and all required documents/certificates)
- Grantee Managers have added the right upload slots to the Repository
- **YOU'RE READY TO UPLOAD!**

Login

- In a web browser (Chrome, IE, FireFox):
<https://rhy-hmis.acf.hhs.gov>
- Click “Login”



Username/Password at Login

Login

Username

Password

Login Forgot Your Password?

This warning provides privacy and security notices consistent with applicable federal laws, directives, and other federal guidance for accessing this Government system, which includes (1) this computer network, (2) all computers connected to this network, and (3) all devices and storage media attached to this network or to a computer on this network.

This system is provided for Government-authorized use only.

Unauthorized or improper use of this system is prohibited and may result in disciplinary action and/or civil and criminal penalties.

Personal use of social media and networking sites on this system is limited as to not interfere with official work duties and is subject to monitoring.

By using this system, you understand and consent to the following:

- The Government may monitor, record, and audit your system usage, including usage of personal devices and email systems for official duties or to conduct HHS business. Therefore, you have no reasonable expectation of privacy regarding any communication or data transiting or stored on this system. At any time, and for any lawful Government purpose, the government may monitor, intercept, and search and seize any communication or data transiting or stored on this system.
- Any communication or data transiting or stored on this system may be disclosed or used for any lawful Government purpose.

2FA at Login

- Two-Factor Authentication (2FA)

Identity Verification

A message with a verification code has been sent to (XXX) XXX-XX35.

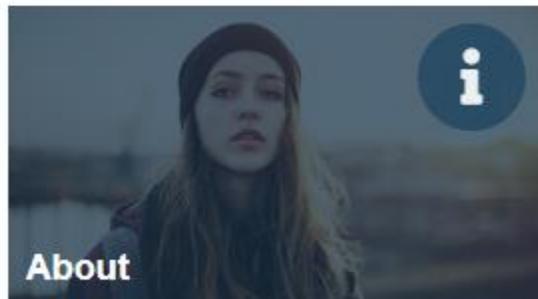
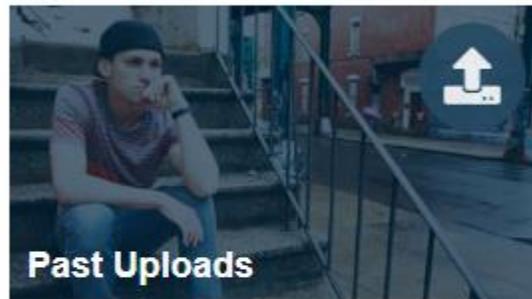
Verify

Resend the code

If you wish to update your phone number (different from what you originally provided when onboarding through the Service Desk), you can change your phone number in your user profile upon logging in. If you have any issues with two-factor authentication (2FA), please raise an issue request at the RHY-HMIS Service Desk or for immediate assistance, please dial 1-800-883-3179.

Home

- Create New Upload
- Past Uploads
- Reports
- About
- Help
- Report Dashboard



Uploading Files

- Click “Create New Upload”



- Either “Drag and Drop a File” OR click “Select a File”
- Choose the correct file from your local computer (matched to the project type you’ll upload to)
- Choose the correct “Grant” option from the drop down (by project type, matched to the file you’ve chosen) to upload file into

Uploading Files

Click “Upload”

The screenshot displays the 'Uploads >> Create New' interface. On the left is a sidebar menu with items: Uploads, Reports, Users, Organizations, Projects, Grants, Reporting Periods, Messages, Activities, About, and Help. The main content area shows a progress bar with three steps: 'Step 1: Upload ZIP File' (active, indicated by a green checkmark icon and a dashed box), 'Step 2: Data Processing' (inactive, indicated by a grey minus icon), and 'Step 3: Completion' (inactive, indicated by a grey minus icon). Below the progress bar, there is a file selection area with a 'Select a file' button, a dropdown menu showing 'Transitional Housing Project', and a dark blue 'Upload' button. A red arrow points to the 'Upload' button.

Uploading Files

“Spinning Circles” as upload process occurs:

- From the file being uploaded to the correct slot...
- To processing the data in the file...
- To either accepting or rejecting the file.

Home > Uploads > ES.zip > View

Uploads » View

[Create New Upload](#)
[Past Uploads](#)
[Reports](#)
[About](#)
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[Report Dashboard](#)

Step 1: Upload ZIP File

 **ES.zip**

- Uploaded By: Mary Schwartz
- Uploaded At: 2020-06-23 11:28:43
- Organization: 123 MFS Organization
- Grant Number: 12345
- Grant Program: MFS Granting
- Project: 1-MFS-ES

Step 2: Data Processing

 **In Progress**

Once the data processing is complete, you will be sent a notification via email.

Step 3: Completion



Uploading Files

- If you pass all three steps, your data is uploaded successfully and 3 green checkmarks will appear on the screen.

Create New Upload

Past Uploads

Reports

About

Help

Report Dashboard

Uploads » View

Step 1: Upload ZIP File



RHY Test June.zip

- Uploaded By: Mary Schwartz
- Uploaded At: 2020-06-19 09:16:18
- Organization: 123 MFS Organization
- Grant Number: 12345
- Grant Program: MFS Granting
- Project: 1-MFS-ES

Step 2: Data Processing



Completed

You will be sent a notification via email.

Step 3: Completion



Accepted

Review **Data Quality Report**

Uploading Files

- “Accepted” is great – but you still need to check your data quality. You can view the Data Quality Report under the third green checkmark:

Create New Upload

Past Uploads

Reports

About

Help

Report Dashboard

Uploads » View

Step 1: Upload ZIP File



RHY Test June.zip

- Uploaded By: Mary Schwartz
- Uploaded At: 2020-06-19 09:16:18
- Organization: 123 MFS Organization
- Grant Number: 12345
- Grant Program: MFS Granting
- Project: 1-MFS-ES

Step 2: Data Processing



Completed

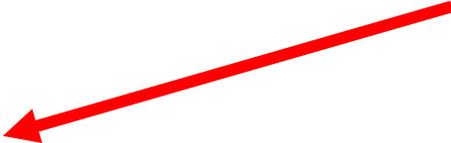
You will be sent a notification via email.

Step 3: Completion



Accepted

Review **Data Quality Report**



Accepted Files

- “Data Quality” looks at the overall completeness of the data elements and provides a score (up to 100%) for complete data.

Data Files Data Validation **Data Quality**

Message display above the table: “The Data Quality view displays the overall quality of the data submitted. To view the issue details, reference the Data Validation view. For more information about this view, please refer to the **RHY-HMIS User Guide**.”

Field	Demographics	Total	Match	Score
Name	All Clients	10	10	100%
Social Security Number (SSN)	All Clients	10	10	100%
Date of Birth	All Clients	10	10	100%
Race	All Clients	10	10	100%

Uploading Files

- If you don't pass the validation/data quality thresholds for the file you are uploading, you'll get a red "X" at Step 3 and a "Data Quality Report" link to help you understand why the file was rejected:

Uploads » View

Uploads	Step 1: Upload ZIP File	Step 2: Data Processing	Step 3: Completion
Reports			
About	6-VAMCStationMissingError.zip	Completed	Rejected
Help	<ul style="list-style-type: none"> • Uploaded By: Grantee • Uploaded At: 2020-05-27 14:48:43 • Organization: Project Oz • Grant Number: 90CX7086 • Grant Program: CX - Transitional Living Program • Project: Transitional Housing Project 	You will be sent a notification via email.	Review Data Quality Report
Report Dashboard			

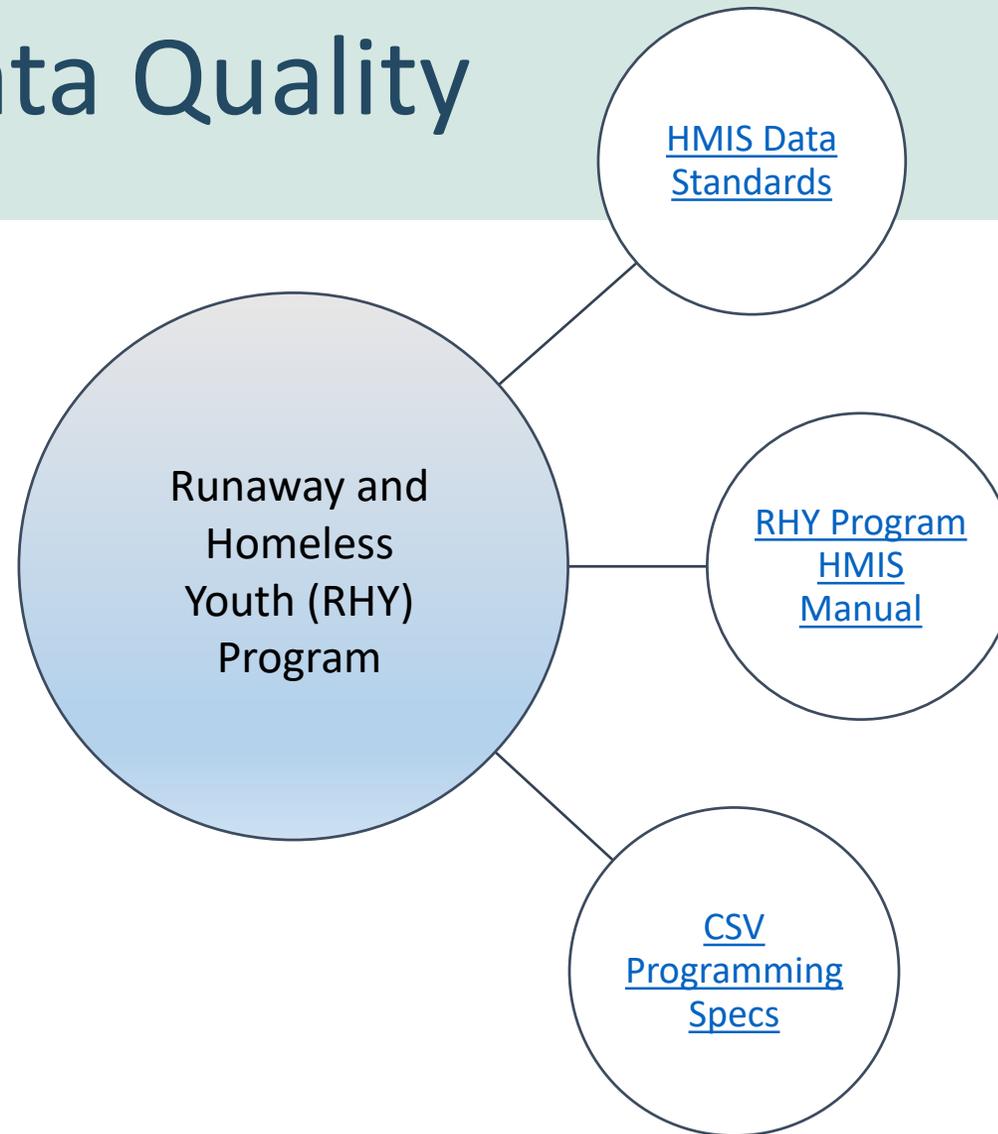


Understanding Data Quality of Upload

Understanding Data Quality

Defining Expectations

FYSB and RHY program office staff define reporting expectations & data element requirements for RHY Grantees. Along with other Federal Partners like the VA and PATH, US Dept. of Housing and Urban Development (HUD) staff determine HMIS Data Standards and CSV Programming Specifications, taking into consideration RHY's specific grant requirements. The RHY Program HMIS Manual explains HMIS Project Setup to ensure reporting success.



Understanding Data Quality

- RHY sets the data element requirements from the list of available options in HMIS Data Standards
- HMIS Data Standards define the data collection point, applicable projects, definitions, and programming of the data elements in HMIS implementations locally
- CSV Specifications dictate how the HMIS Data Standards are pulled into the uploads based on the RHY data element requirements

Universal Data Elements (UDE)

* Required for all RHY Programs

- Universal Identifier Elements (One and Only One per Client Record)
 - 3.01 Name
 - 3.02 Social Security Number
 - 3.03 Date of Birth
 - 3.04 Race
 - 3.05 Ethnicity
 - 3.06 Gender
 - 3.07 Veteran Status

Universal Data Elements (UDE)

* Required for all RHY Programs

- One or More Value(s) Per Client or Household Project Stay
 - 3.08 Disabling Condition
 - 3.10 Project Start Date
 - 3.11 Project Exit Date
 - 3.12 Destination
 - 3.15 Relationship to Head of Household
 - 3.16 Client Location
 - 3.917 Living Situation

Universal Data Elements (UDEs)

Relationship to Household

- Each unaccompanied youth is a Head of Household (“Self”)
- Youth with child(ren): The youth is a Head of Household (“Self”) and the child(ren) is “Head of Household’s Child”
- Youth presenting together (such as siblings or partners) would each be considered their own Head of Household

RHY Program-Specific Data Elements

Data Element Number	Data Element Name	BCP – ES	BCP – P	MGH	SOP	TLP	Demo
4.02	Income & Sources			X		X	X
4.03	Non-Cash Benefits	X	X	X		X	X
4.04	Health Insurance	X	X	X	X	X	X
4.05	Physical Disability	X	X	X	X	X	X
4.06	Developmental Disability	X	X	X	X	X	X
4.07	Chronic Health Condition	X	X	X	X	X	X
4.09	Mental Health Problem	X	X	X	X	X	X
4.10	Substance Abuse	X	X	X	X	X	X
4.12	Current Living Situation				X		
4.13	Date of Engagement				X		

RHY Program-Specific Data Elements

Data Element Number	Data Element Name	BCP – ES	BCP – P	MGH	SOP	TLP	Demo
R1	Referral Source	X	X	X		X	X
R2	RHY-BCP Status	X	X				
R3	Sexual Orientation	X	X	X	X	X	X
R4	Last Grade Completed	X	X	X		X	X
R5	School Status	X	X	X		X	X
R6	Employment Status	X	X	X		X	X
R7	General Health Status	X	X	X		X	X
R8	Dental Health Status	X	X	X		X	X
R9	Mental Health Status	X	X	X		X	X
R10	Pregnancy Status	X	X	X	X	X	X

RHY Program-Specific Data Elements

Data Element Number	Data Element Name	BCP – ES	BCP – P	MGH	SOP	TLP	Demo
R11	Formerly a Ward of Child Welfare/Foster Care Agency	X	X	X		X	X
R12	Formerly a Ward of Juvenile Justice System	X	X	X		X	X
R13	Family Critical Issues	X	X	X		X	X
R14	RHY Service Connections	X	X	X		X	X
R15	Commercial Sexual Exploitation/Sex Trafficking	X	X	X	X	X	X
R16	Labor Exploitation/Trafficking	X	X	X	X	X	X
R17	Project Completion Status	X		X		X	X
R18	Counseling	X	X	X		X	X
R19	Safe and Appropriate Exit	X		X		X	X
R20	Aftercare Plans	X	X	X		X	X

CSV Specifications

14 Files Required:

- Export.csv
- Project.csv
- Funder.csv
- ProjectCoC.csv
- Client.csv
- Enrollment.csv
- EnrollmentCoC.csv
- Exit.csv
- IncomeBenefits.csv
- HealthandDV.csv
- EmploymentEducation.csv
- Disabilities.csv
- Services.csv
- CurrentLivingSituation.csv

Understanding CSV Specifications

HMIS Data Element Number

Type of data in the field

DE#	Name	Type	List	Null	Notes
5.06.1	<u>EnrollmentID</u>	S32			Unique identifier
	<u>PersonalID</u>	S32			
	<u>ProjectID</u>	S32			Must match a <u>ProjectID</u> in Project.csv
3.10.1	<u>EntryDate</u>	D			
5.09.1	<u>HouseholdID</u>	S32			
3.15.1	<u>RelationshipToHoH</u>	I	3.15.1		
3.917.1	<u>LivingSituation</u>	I	3.12	Y	
3.917.2	<u>LengthOfStay</u>	I	3.917.2	Y	

Values allowed in the field

In the RHY Manual, anything "grey" isn't a requirement for RHY

4.13.1	<u>DateOfEngagement</u>	D		Y	
3.20.1	<u>MoveInDate</u>	D		Y	
P3.1	<u>DateOfPATHStatus</u>	D		Y	
P3.2	<u>ClientEnrolledInPATH</u>	I	1.7	Y	
P3.A	<u>ReasonNotEnrolled</u>	I	P3.A	Y	Null unless P3.2 = 0

Whether the field can be empty or not

Data Quality Reporting in RHY-HMIS

- Either during the upload process, or by going to the menu item(s) “Past Uploads” or “Reports,” you can view the upload status and data quality reports to help get you to 100% successful data submissions.
- You can “Export” results to excel for easier viewing/tracking, and you can get back to your data quality reports anytime.

Uploading Files

- If you don't pass the validation/data quality thresholds for the file you are uploading, you'll get a red "X" at Step 3 and a "Data Quality Report" link to help you understand why the file was rejected:

Uploads » View

Uploads	Step 1: Upload ZIP File	Step 2: Data Processing	Step 3: Completion
Reports			
About	6-VAMCStationMissingError.zip	Completed	Rejected
Help	<ul style="list-style-type: none"> • Uploaded By: Grantee • Uploaded At: 2020-05-27 14:48:43 • Organization: Project Oz • Grant Number: 90CX7086 • Grant Program: CX - Transitional Living Program • Project: Transitional Housing Project 	You will be sent a notification via email.	Review Data Quality Report
Report Dashboard			

Create New Upload

Past Uploads

Reports

About

Help

Report Dashboard

Uploads » View

Data Quality Report Summary

Export

Organization: 123 MFS Organization

Grant Number: 12345

Grant Program: MFS Granting

Project: 1-MFS-ES

Project Type: Emergency Shelter

File Name: ES.zip

Uploaded By: Mary Schwartz

Uploaded At: 2020-06-23 11:28:43

Processing Started: 2020-06-23 11:28:47

Processing Ended: 2020-06-23 11:28:54

Status: ✔ Accepted

Data Files

Data Validation

Data Quality

The Data Files view displays the csv files and record counts contained in your uploaded ZIP file. For more information about this view, please refer to the **RHY-HMIS User Guide**.

File	Message
Client.csv	10 records found in file.
CurrentLivingSituation.csv	10 records found in file.

Understanding Data Quality

- “Data Files” tells you how many records are contained in each of the CSV files you uploaded – any discrepancy with your expectations for clients included needs to be addressed locally – this means there’s either a data collection, project set up, or export issue
 - **Pro Tip**: Count of Client.csv (minus 1) should roughly match your client counts for that project

“Data File” Data Quality Example

Uploads » View

Data Quality Report Summary

Export

Organization: Avenues for Homeless Youth
Grant Number: 90CX7084
Grant Program: CX - Transitional Living Program
Project: Emergency Shelter Project
Project Type: Emergency Shelter

File Name: ES.zip
Uploaded By: RHY-HMIS Administrator
Uploaded At: 2020-06-23 10:02:56
Processing Started: 2020-06-23 10:02:59
Processing Ended: 2020-06-23 10:03:06

Status: ✔ **Accepted**

Data Files | Data Validation | Data Quality

The Data Files view displays the csv files and record counts contained in your uploaded ZIP file. For more information about this view, please refer to the **RHY-HMIS User Guide**.

File	Message
Client.csv	10 records found in file.
CurrentLivingSituation.csv	10 records found in file.
Disabilities.csv	95 records found in file.
EmploymentEducation.csv	19 records found in file.

If the record number for “Client.csv” doesn’t roughly match your expected number of clients served by this project, you’ll need to examine locally why the export didn’t include all of the clients you expected... don’t proceed until your record count is what you expect it to be for this project.

Understanding Data Quality

- “Data Validation” looks at each element of the upload and compares it to the expectations established in the RHY Program HMIS Manual (and HMIS Data Standards and CSV Programming Specifications)
 - Pro Tip: “PersonalID” should match your HMIS ID locally
- Any issue on “Data Validation” means a standard wasn’t followed (date out of format, data element missing, etc.) and may cause a file to be rejected.

“Data Validation” Data Quality Example

Annotations:

- Name of the .csv file in your extract
- Column header of the .csv file in your extract
- Current “wrong” value
- Why the value is considered “wrong” for this upload
- PersonalID should be your HMIS ID, EnrollmentID tells you which project enrollment (in case there’s more than one in HMIS to find)

File	Column	Value	Message	Personal ID	Enrollment ID
Enrollment.csv	DateToStreetESSH	4/1/2017	Value has a wrong date format.	22	22
Enrollment.csv	DateToStreetESSH	4/2/2017	Value has a wrong date format.	24	24
Enrollment.csv	DateToStreetESSH		Value is missing	22	22

CSV Specifications

In the CSV Specifications for "Enrollment.csv" I can find "DateToStreetESSH"

The type of data in the field should be "D"

*On the "Data Validation" error report, "DateToStreetESSH" is currently "4/1/2017" but should be "2017-04-01"

3.917.2C	PreviousStreetESSH	I	1.7	Y
3.917.3	DateToStreetESSH	D		Y
3.917.4	TimesHomelessPastThreeYears	I	3.917.4	Y

Also in the CSV Specifications document you can find the definition of "D": which must be formatted as yyyy-mm-dd

Type	ID	Definition
Date	D	A date in the format <u>yyyy-mm-dd</u>
Datetime	T	A date and time in the format <u>yyyy-mm-dd hh:mm:ss¹</u>
Integer	I	A non-negative whole number. For fields with a list number in the <i>List</i> column, valid

Understanding Data Quality

- “Data Quality” looks at the overall completeness of the data elements and provides a score (up to 100%) for complete data.

[Data Files](#) [Data Validation](#) **Data Quality**

Message display above the table: “The Data Quality view displays the overall quality of the data submitted. To view the issue details, reference the Data Validation view. For more information about this view, please refer to the [RHY-HMIS User Guide](#).

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Social Security Number (SSN)	All Clients	10	10	100%
Date of Birth	All Clients	10	10	100%
Race	All Clients	10	10	100%



Accessing Resources and Assistance

RHY-HMIS Dashboard

- Allows grantees and RHY federal project officers (FPO) to visualize their data, compare their data against other programs and targets, share data, and easily insert specific data fields into reports
- Can see grant-level data as well as state, regional, and national RHY-HMIS data



Available Resources

- RHY-HMIS Data Collection Guide
- RHY-HMIS Data FAQs
- RHY Program HMIS Manual

<https://www.hudexchange.info/resource/4448/rhy-program-hmis-manual/>

<https://www.rhyttac.net/rhy-hmis>

RHY-HMIS Contacts

Mary Schwartz, TA Provider: Mary_Schwartz@abtassoc.com

Thuan Huynh, TA Provider: Thuan_Huynh@abtassoc.com

Gloria Watkins

Family and Youth Services Bureau

RHY-HMIS Coordinator

gloria.Watkins@acf.hhs.gov

Accessing Technical Assistance

Online Service Desk:

www.RHYMISServiceDesk.net

1-800-883-3179

RHYTTAC's RHY-HMIS page of resources

<https://www.rhyttac.net/rhy-hmis>



Q & A