



Street Outreach Program (SOP)

Data Collection Training Webinar



RHY Grantee Webinar

Today's Webinar

- Webinar will last approximately 60 minutes and is pre-recorded.
- Submit questions to RHYMIS@acf.hhs.gov.

Presenters

- **John McGah**, American Institutes for Research
- **Peter Nicewicz**, Family & Youth Services Bureau

Agenda

- Welcome and Purpose
- Data Quality Overview
- Quick Overview: Data Standards and Project Set-Up
- Universal Data Elements
- Common Data Elements
- RHY-Specific Data Elements
- Questions and Answers

Data Quality Overview

Data Quality Overview

- Definition and reason for data quality
- Culture of data in your BCP Program
 - Timeliness of data
 - Completeness of data
 - Accuracy of data
 - Data quality planning
- RHY-HMIS Data Quality report

Data Quality Overview: Street Outreach Program Challenges

The challenges to SOP data collection are unique.

- Short length of stay in shelter
- Building trust
- Many youth are involved with child welfare and/or juvenile justice
- Often get inaccurate information
- Priority is reunifying or finding a safe and appropriate destination.

Some SOP Data Collection Tips to Consider

- (1) ID a point person for champion RHY-HMIS data collection.
- (2) Make sure whole team is aware of data fields
- (3) Get homeless person to tell their story.
- (4) Frequently check your data quality.
- (5) Think of creative ways to do outreach.
- (6) Write down notes right after your conversation.
- (7) Use a tool to capture your information that mirrors your HMIS system.

See FYSB “RHY-HMIS Street Outreach Program (SOP) Data Collection Tip Sheet.

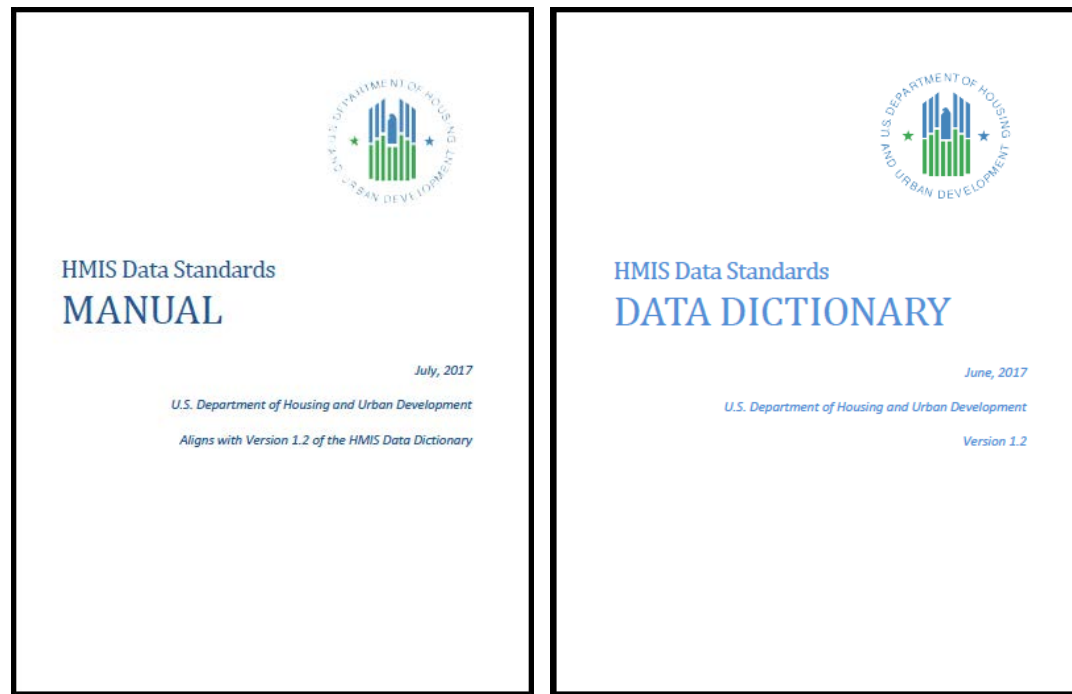
Quick Overview: Data Standards and Project Set-up

2017 HMIS Data Standards

Changes are coming October 1, 2017

New Data Standards

New Performance Measures



SOP HMIS Set-Up

HMIS Project Type: Street Outreach

Youth included: All youth encountered face-to-face; all youth visiting drop-in center

Focus: Provide immediate services to youth; Assess and engage youth to identify a longer-term plan.



Universal Data Elements

3.10, 3.11 When To Enter and Exit Youth

- Project Entry will now be called Project Start
- Start Date will be the first date the program encounters the youth.
- The contact should be recorded for the Start Date, and every subsequent contact.
- Exit Date will be the date the youth is referred to another program or after a period of time of no-contact.
- If CoC has no rule on no-contact, use 90 days.

3.1, 3.2, 3.3 Name, SSN, and Date of Birth

- Strive for full name, full SSN, and full DOB
- **Name:** Use nickname if needed at first
- **SSN:** Use partial SSN if needed at first
- **DOB:** Report January 1 of that year if only age is known
- Be consistent



3.4, 3.5, 3.7 Race, Ethnicity, Veteran Status

- **Race**
 - Can enter multiple races
 - Enter only the race(s) self-identified by client
- **Ethnicity**
 - Enter only the ethnicity self-identified by client
- **Gender**
 - Enter gender as self-identified by client
- **Veteran Status**
 - Should be set up automatically to enter “no” for under 18

3.8 Disabling Condition

- Related to Special Needs Elements
- If yes to any of the above, can either auto-populate or write “yes”.
- Can state “yes” if otherwise has a disabling condition that affects ability to live independently.

3.12 Destination

- **Very important!** Select the destination that best matches where the youth is going
- School, military, and similar institutions, select 'Rental by client – no ongoing subsidy' (subsidy refers to voucher/rental assistance, but not room & board assistance)
- 'Other' is a negative exit, so only use as last resort
- If the youth is exited after a period of no-contact, select 'Data Not Collected'

3.15 Relationship to Head of Household

- Each unaccompanied youth is a Head of Household (“Self”).
- **Youth with children:** The youth is a Head of Household (“Self”) and the “Head of Household’s Child”.
- Youth coming together would be considered their own Head of Household.

3.16 Client Location

- CoC Code: e.g., CA-600
- Many HMIS software packages automatically populate this.

Common Data Elements

4.4 Health Insurance

- Project Start, Update, Exit
- Yes/ No
- If yes, answer which types:
 - Medicaid
 - SCHIP,
 - Private
- If no, answer reason.



4.5 – 4.10 Special Needs

- 4.5 Physical Disability
- 4.6 Developmental Disability
- 4.7 Chronic Health Condition
- 4.9 Mental Health Problem
- 4.10 Substance Abuse

- For each, the questions are:
 - Does this youth have one of these special needs: Yes/No
 - If yes, is the special need expected to be of Long-Term Duration: Yes/No
- ‘Yes’ to both on any of the special needs helps meet the disability requirement for chronic homelessness eligibility.

4.12, 4.13 Contacts and Date of Engagement

- **Contact:** Enter every time youth is encountered by staff face-to-face. First contact will be on Project Start.
 - Enter whether youth is staying in shelter, streets, or Safe Haven
 - Enter date
- **Date of Engagement:** Enter only **once** during enrollment on date a deliberate client assessment or case plan begins.

Contacts and Engagements: Example A

- You encounter a youth who gives you a nickname. You perform an assessment during that first visit. The program does not encounter the youth again in 30 days.

Contacts and Engagements: Example A

Steps:

- Look up the nickname in HMIS. If that nickname is not found in HMIS, start a new record.
- The Project Start Date is the date you encounter the youth (today).
- Record a Contact record for that youth today.
- Record today as the Date of Engagement.
- The youth is exited after 30 days of no contact; Exit Date is the last date the youth was seen.

Contacts and Engagements: Example B

- You encounter a youth who gives you their full name. You perform an assessment a week later during a subsequent visit. The program sees the youth again two days later, and helps them enter a TLP program.

Contacts and Engagements: Example B

Steps:

- Look up the full name in RHY-HMIS. If the full name is found and the youth is currently enrolled in the SOP program, this encounter is an additional contact.
- If the youth has been exited, start a new enrollment by recording a new contact with this day as the Entry Date.
- A week later, record a new contact. Record the Date of Engagement.
- Two days after that, record a new contact. Exit the Youth from the SOP and enter them into the TLP program.
- **Total:** 2 contacts; 1 Day of Engagement

RHY Program Specific Elements

R3 Sexual Orientation

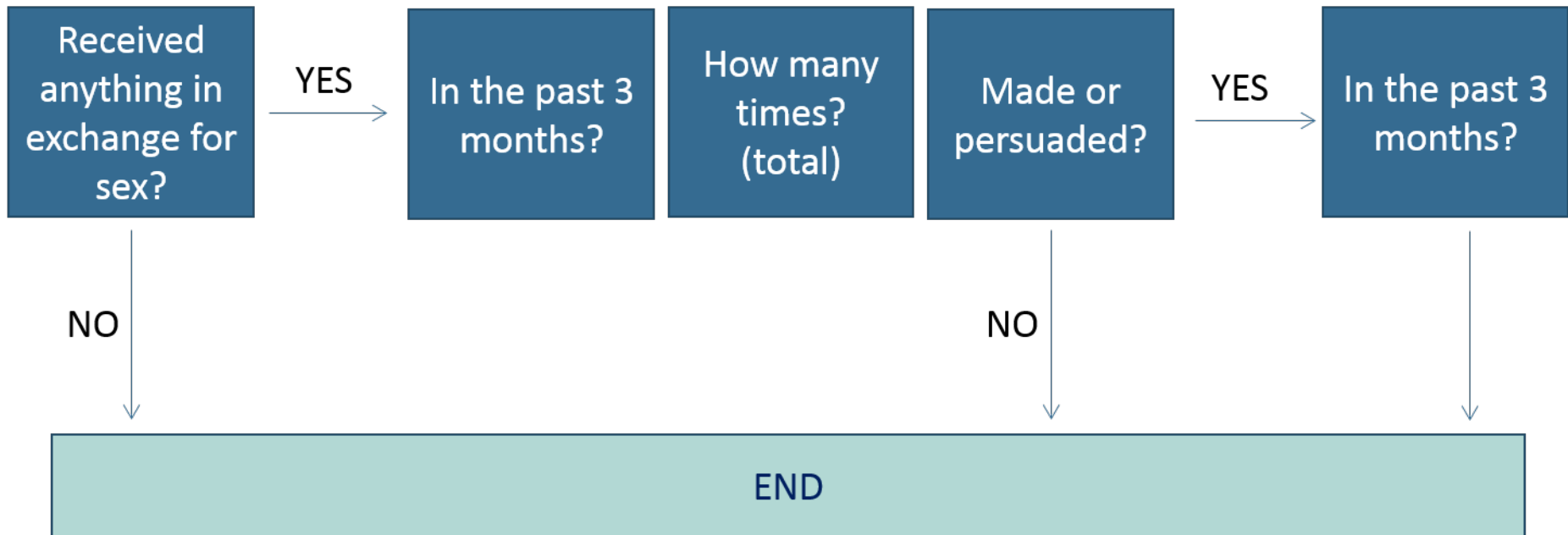
- Information is to be collected at Project Start, but you may ask and correct at any point after building rapport

R10 Pregnancy Status

- Collect at Project Start, but may correct or update if you learn new information
- Yes /No
- If yes, enter due date or estimated due date. If unknown, enter January 1 of this year.

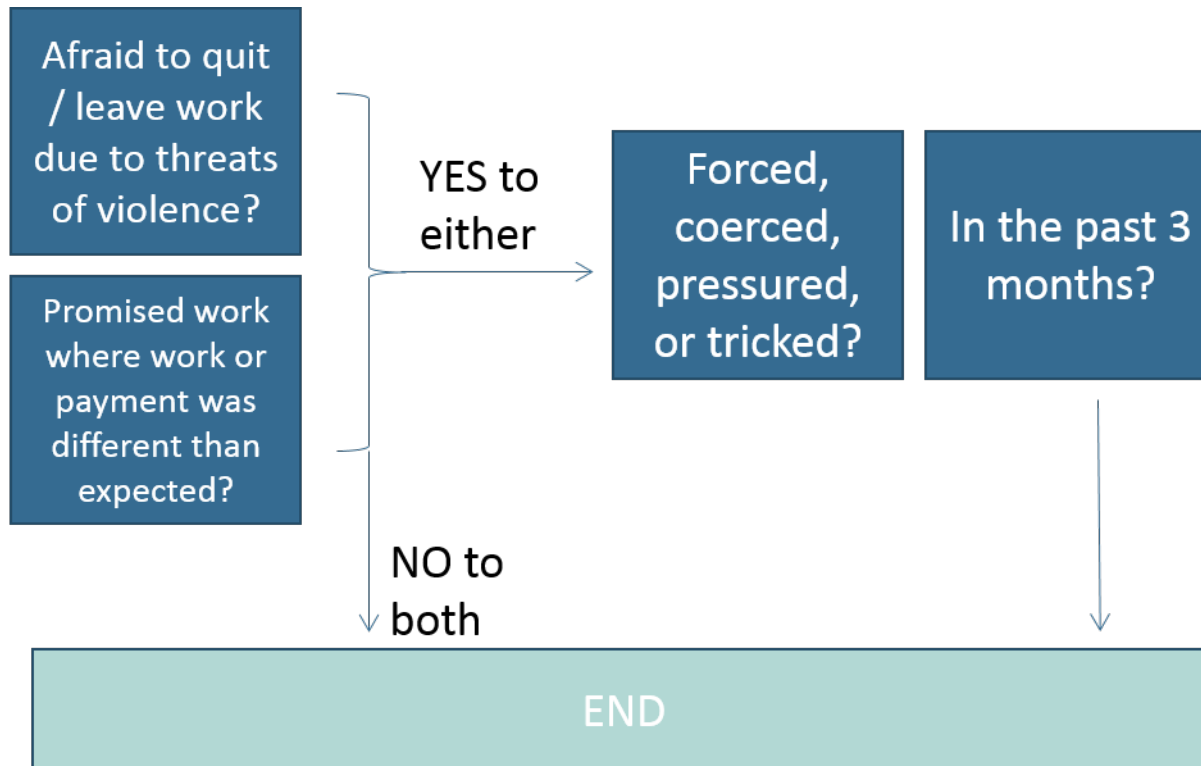
R15 Commercial Sexual Exploitation/Sex Trafficking

- Moved to Project Exit



R16 Labor Trafficking

- Moved to Project Exit



RHY-HMIS Upload Timeline

October 1, 2016 – September 31, 2017: Collect Data in Version 5.1

October 1, 2017: Vendors will change HMIS to 2017 New Version. Begin collection under new version.

November 1, 2017 – November 22, 2017: FY 2017 Upload for Grantees. The data will automatically be mapped from 5.1 to 1.2.

Questions and Answers

Submit to rhyomis@acf.hhs.gov

