

# KYHMIS 000 ART INDEX FOLDER DETAILS

Report Title	Description	Data Fields	Prompts
0631 - Race, Ethnicity, Gender HUD CoC APR Detail - v24 Retired 2017.10.13	Retired APR Companion Report – DO NOT USE FOR CHRONIC HOMELESSNESS CALCULATIONS	<ul style="list-style-type: none"> <li>• Age and Gender Detail</li> <li>• Assessment Detail Information</li> <li>• Household Information</li> <li>• Household Membership Information</li> <li>• Entry Exit Details</li> <li>• Income Detail</li> <li>• Non Cash Benefit Detail</li> <li>• Insurance Benefit</li> <li>• Duplicate Clients</li> </ul>	<ul style="list-style-type: none"> <li>• Provider Group</li> <li>• Select Provider(S)</li> <li>• Start Date</li> <li>• End Date</li> <li>• End Date PLUS one day</li> <li>• Entry Type</li> <li>• Adult Age</li> <li>• EDA Provider</li> <li>• Effective Date</li> <li>• HUD determinations</li> </ul>
KHC 000 Exits to Permanent Housing with Return to Homelessness, Metric 2 - COC Scoring	Copy of SPM Metric 2 – used for returns to homelessness for COC Scoring	<ul style="list-style-type: none"> <li>• Exits from SO</li> <li>• Exits from ES</li> <li>• Exits from TH</li> <li>• Exits from All PH</li> <li>• Total Returns</li> <li>• Client ID</li> <li>• Extry Exit ID</li> <li>• Provider</li> <li>• Project Type</li> <li>• Start Date</li> <li>• End Date</li> <li>• Days to Reappear</li> <li>• 1 Exit</li> <li>• Days to Reappear</li> </ul>	<ul style="list-style-type: none"> <li>• Provider(s)</li> <li>• CoC Code(s)</li> <li>• Two Year Prior Start Date</li> <li>• One Year Prior Start Date</li> <li>• Current Year End Date</li> <li>• EDA Provider</li> </ul>

Report Title	Description	Data Fields	Prompts
KHC 001 Recovery Kentucky Discharge Report	Requested by Healing Place – captures Program completions, LOA, Program discharges, Veterans, Jefferson Co. clients, and Destinations	<ul style="list-style-type: none"> <li>• Client ID</li> <li>• First Name</li> <li>• Last Name</li> <li>• SSN</li> <li>• Age at Entry</li> <li>• Race</li> <li>• Ethnicity</li> <li>• Veteran Status</li> <li>• Highest Level of Education Attained</li> <li>• County of Last Residence</li> <li>• List up to 3</li> </ul>	<ul style="list-style-type: none"> <li>• EDA Provider</li> <li>• Effective Date</li> <li>• Start Date</li> <li>• End Date (Plus One Day)</li> <li>• Provider ID(s)</li> </ul>
KHC 002 2017 Housing Needs Assessment	Used for 2017 Housing Needs – use to view your Clients demographic information and all HUD Data Elements	<ul style="list-style-type: none"> <li>• Client ID</li> <li>• DOB</li> <li>• Gender</li> <li>• Primary Race</li> <li>• Veteran Status</li> <li>• Relationship to HOH</li> <li>• Entry Date</li> <li>• Exit Date</li> <li>• Entry Exit Provider ID</li> <li>• Entry Exit Provider Program Type Code</li> <li>• Income</li> <li>• Non Cash Benefit</li> <li>• Disability</li> <li>• Health Insurance</li> <li>• Prior Living Situation</li> </ul>	<ul style="list-style-type: none"> <li>• EDA Provider</li> <li>• Effective Date</li> <li>• Start Date</li> <li>• End Date (Plus One Day)</li> <li>• Provider ID(s)</li> </ul>
KHC 003 BOS ES and TH Providers	List of ES and TH Provider in HMIS	<ul style="list-style-type: none"> <li>• Provider Name</li> <li>• Provider COC Code</li> <li>• Entry Exit Provider Type</li> </ul>	<ul style="list-style-type: none"> <li>• CoC Code</li> <li>• Entry Exit Program Type Code</li> </ul>

Report Title	Description	Data Fields	Prompts
KHC 004 BOS VISPDAT Prioritization List v15	Current Coordinated Entry report to be ran by Coordinated Entry Lead agencies	<ul style="list-style-type: none"> <li>• Client ID</li> <li>• Name</li> <li>• Entry Date</li> <li>• Chronically Homeless</li> <li>• First Time Homelessness Date</li> <li>• Disabled</li> <li>• VISPDAT Date</li> <li>• VISPDAT added by</li> <li>• User Agency</li> <li>• Youth VI SPDAT Score</li> <li>• Family VISPDAT</li> <li>• Individual VISPDAT</li> <li>• Comments</li> <li>• Inactive List</li> </ul>	<ul style="list-style-type: none"> <li>• EDA Provider</li> <li>• Effective Date</li> <li>• Entry Exit Provider ID (Use LPC project)</li> </ul>
KHC 005 NKY VISPDAT Prioritization List v4	A Prioritization List for All Clients from a County/Parish based on VI-SPDAT Score.	<ul style="list-style-type: none"> <li>• Client ID</li> <li>• Name</li> <li>• Entry Date</li> <li>• Chronically Homeless</li> <li>• First Time Homelessness Date</li> <li>• Disabled</li> <li>• VISPDAT Date</li> <li>• VISPDAT added by</li> <li>• User Agency</li> <li>• Youth VI SPDAT Score</li> <li>• Family VISPDAT</li> <li>• Individual VISPDAT</li> <li>• Comments</li> <li>• Inactive List</li> </ul>	<ul style="list-style-type: none"> <li>• EDA Provider</li> <li>• Effective Date</li> <li>• Entry Exit Provider ID (Use LPC project)</li> </ul>

Report Title	Description	Data Fields	Prompts
KHC 006 Client Report by Zip Code	<p>Report of Number of clients by Zip Code, and Client, by Service, by Zip Code</p> <p>Also includes counties</p>	<ul style="list-style-type: none"> <li>• Zip Code of Last Permanent Address</li> <li>• Unique Client Count of clients in zip code</li> <li>• Services received by Zip code</li> <li>• Services received by County</li> </ul>	<ul style="list-style-type: none"> <li>• EDA Provider</li> <li>• Effective Date</li> <li>• Entry Exit Provider ID</li> <li>• Report End Date</li> <li>• Report Start Date</li> </ul>
KHC 007 - KYHMIS Emergency Shelter Homeless Occurrence Verification	Provides a document that you can use to show client ID, client name, and dates of service that they were with your ES project to verify homelessness	<ul style="list-style-type: none"> <li>• Client ID</li> <li>• Client Name</li> <li>• Dates of Stay</li> <li>• Household Information</li> </ul>	<ul style="list-style-type: none"> <li>• EDA Provider</li> <li>• Client ID</li> <li>• Entry Exit Provider</li> </ul>
KHC 008 - KYHMIS Transitional Housing Homeless Occurrence Verification	Provides a document that you can use to show client ID, client name, and dates of service that they were with your TH project to verify homelessness	<ul style="list-style-type: none"> <li>• Client ID</li> <li>• Client Name</li> <li>• Dates of Stay</li> <li>• Household Information</li> </ul>	<ul style="list-style-type: none"> <li>• EDA Provider</li> <li>• Client ID</li> <li>• Entry Exit Provider</li> </ul>
KHC 009 VET-Veterans Active in HMIS	Veterans with Active Statuses in HMIS	<ul style="list-style-type: none"> <li>• Client ID</li> <li>• SSN</li> <li>• Is Client Homeless</li> <li>• Length of Stay in Previous Place</li> <li>• Extent of Homelessness</li> <li>• Residence Prior to Entry</li> <li>• Entry Date</li> <li>• Provider County</li> <li>• Provider</li> </ul>	<ul style="list-style-type: none"> <li>• EDA Provider</li> <li>• Effective Date</li> <li>• Start Date</li> <li>• Provider</li> </ul>

Report Title	Description	Data Fields	Prompts
KHC 010 - Services Report	View number of specific identified services, who entered them, clients that were served	<ul style="list-style-type: none"> <li>• Client ID</li> <li>• Name</li> <li>• Service Description</li> <li>• HMIS User Creating</li> <li>• HMIS User Updating</li> </ul>	<ul style="list-style-type: none"> <li>• EDA Provider</li> <li>• Start Date</li> <li>• End Date Plus one Day</li> <li>• Provider(s)</li> <li>• Service Type</li> </ul>
KHC 011 - Caseworker list (EE version) ver. 11.4.1	List of Clients by Casework	<ul style="list-style-type: none"> <li>• Case Manager Name</li> <li>• Client ID</li> <li>• Client Name</li> <li>• SSN</li> <li>• Entry Date</li> <li>• Exit Date</li> </ul>	<ul style="list-style-type: none"> <li>• Entry Date</li> <li>• Exit Date</li> <li>• Effective Date</li> <li>• Provider(s)</li> </ul>
KHC 012 - TODAY Client list(EE workflow) ver. 11.4.7	Current Client List for Project	<ul style="list-style-type: none"> <li>• Client ID</li> <li>• Gender</li> <li>• Veteran Status</li> <li>• Highest Level of Education</li> <li>• County of Last Residence</li> <li>• Entry Date</li> <li>• Household Count</li> <li>• Household group</li> </ul>	<ul style="list-style-type: none"> <li>• Entry Date</li> <li>• Exit Date</li> <li>• Effective Date</li> <li>• Provider(s)</li> </ul>
KHC 013 - Invoicing Report	<p><b>System Admin Report</b></p> <p>List of Users and Agencies in HMIS</p>	<ul style="list-style-type: none"> <li>• Provider name</li> <li>• User name</li> <li>• Numbers of users per agency</li> </ul>	<ul style="list-style-type: none"> <li>• N/A – Runs on whole KYHMIS</li> </ul>
KHC 014 - Client Service Transactions	Shows services provided by agency programs. Report has three tabs: Services by agency; Summary of Services and Client Summary of Services. Based on Service transactions.	<ul style="list-style-type: none"> <li>• Client ID</li> <li>• Provider</li> <li>• Age</li> <li>• Gender</li> <li>• Service Start Date</li> <li>• Service End Date</li> <li>• Service Notes</li> <li>• Service Provided</li> <li>• Service Costs</li> </ul>	<ul style="list-style-type: none"> <li>• Agency Name</li> <li>• Service Start Date</li> <li>• Service End Date</li> </ul>

Report Title	Description	Data Fields	Prompts
KHC 015 - Open Service Transactions of Clients in Projects	List of service transaction for clients in programs. Clients do not need to have program exit dates. Cross reference with program APR. Based on Entry/exits, prompts for agency name and starting date	<ul style="list-style-type: none"> <li>• Client ID</li> <li>• Client Name</li> <li>• Service Code Type</li> <li>• Service Entry Date</li> <li>• Service Exit Date</li> </ul>	<ul style="list-style-type: none"> <li>• Agency(s) providing service</li> <li>• Service Start Date</li> </ul>
KHC 016 - ZIP Code Report based on Services	This report pulls Unique Client Counts & Service Transaction Record Counts, broken down by the ZIP Code of the Client's Last Permanent Address, for the Provider(s) & Report Period selected by the User.	<ul style="list-style-type: none"> <li>• Unique Client Count by Zip</li> <li>• Total # of Services by Zip</li> <li>• Total Services without End Date</li> <li>• Detail Client Info for Information listed above</li> <li>• Graphs included</li> <li>• Data Quality on Zip Code</li> </ul>	<ul style="list-style-type: none"> <li>• EDA Provider</li> <li>• Effective Date</li> <li>• Provider(s)</li> <li>• Report Start Date</li> <li>• Report End Date</li> </ul>
KHC 017 - ZIP Code Report for Shelterpoint services	This report pulls Unique Client Counts & Shelter Stays Counts, broken down by the ZIP Code of the Client's Last Permanent Address, for the Provider(s) & Report Period selected by the User.	<ul style="list-style-type: none"> <li>• Unique Client Count by Zip</li> <li>• Total # of Services by Zip</li> <li>• Total Services without End Date</li> <li>• Detail Client Info for Information listed above</li> <li>• Graphs included</li> <li>• Data Quality on Zip Code</li> </ul>	<ul style="list-style-type: none"> <li>• EDA Provider</li> <li>• Effective Date</li> <li>• Provider(s)</li> <li>• Report Start Date</li> <li>• Report End Date</li> </ul>

Report Title	Description	Data Fields	Prompts
KHC 018 - Provider Contact Information	<p><b>System Admin Report</b></p> <p>This report lists Provider contact information such as Mailing List (contact person and mailing address for Provider), Provider Locale (physical address for Provider), and "Referral" (lists counties, regions, cities, and zip codes served by the agency).</p>	<ul style="list-style-type: none"> <li>• Provider Name</li> <li>• Provider Address</li> <li>• Provider Phone Number</li> <li>• Physical Address</li> <li>• Region</li> <li>• Geocode</li> <li>• Contact Personnel</li> </ul>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>
KHC 019 - User Contact Information - Executive Director Included	<p><b>System Admin Report</b></p> <p>This ART Report lists ServicePoint users. The "Detailed Information" portion of this report contains a "contact list." This ART Report is meant to be used by ServicePoint System Administrators (or other authorized Agency staff granted ART-Viewer/ART-Adhoc licenses).</p>	<ul style="list-style-type: none"> <li>• ServicePoint Users by Agency</li> <li>• Provider Address</li> <li>• Provider Phone Number</li> <li>• Titles for all agency HMIS users</li> <li>• Emails for all agency HMIS users</li> <li>• Number of SP users</li> <li>• Number of ART licenses</li> </ul>	<ul style="list-style-type: none"> <li>• Inactive Clients – Yes/No</li> <li>• CoC Code</li> </ul>
KHC 020 - ServicePoint User Login 30+ Days Report	<p><b>System Admin Report</b></p> <p>Use for checking HMIS users who haven't logged in their account for 30+ days</p>	<ul style="list-style-type: none"> <li>• By Agency, when timeframe user last logged in</li> <li>• User Detail w/ last Login date</li> <li>• Contact Information for user</li> <li>• Access Level</li> <li>• Count of Users per Agency</li> </ul>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>

Report Title	Description	Data Fields	Prompts
KHC 021 NKY LPC Exit Destination Report	Report shows clients exit destinations and breakdown for exits to PSH	<ul style="list-style-type: none"> <li>• Client ID</li> <li>• Client Name</li> <li>• SSN</li> <li>• Entry Date</li> <li>• Exit Date</li> <li>• Provider</li> <li>• Exit Destination</li> <li>• Exits to PSH</li> </ul>	<ul style="list-style-type: none"> <li>• EDA Provider</li> <li>• Effective Date</li> <li>• Report Start Date</li> <li>• Report End Date</li> <li>• Provider(s)</li> </ul>
KHC 022 - Average Age Report ver. 13.15.10	Average Age for group of client's report	<ul style="list-style-type: none"> <li>• Client ID</li> <li>• Name</li> <li>• SSN</li> <li>• Veteran Status</li> <li>• Zip Code of Last Permanent Address</li> <li>• Entry Date</li> <li>• Exit Date</li> <li>• Current Age</li> <li>• HMIS User Created</li> </ul>	<ul style="list-style-type: none"> <li>• Entry Date</li> <li>• Exit Date</li> <li>• Effective Date</li> <li>• Provider(s)</li> </ul>
KHC 023 Northern KY Taskforce Questions	Report out on New questions added 7/1/18 from NKY Taskforce	<ul style="list-style-type: none"> <li>• Client ID</li> <li>• Entry Exit ID</li> <li>• High School City</li> <li>• High School State</li> <li>• Last Stable Home City</li> <li>• Last Stable Home State</li> <li>• Last Stable Home County</li> <li>• Date of Last Stable Housing</li> </ul>	<ul style="list-style-type: none"> <li>• EDA Provider</li> <li>• Effective Date</li> <li>• Provider Group(s)</li> <li>• Report Start Date</li> </ul>



Report Title	Description	Data Fields	Prompts
SPM - Employment and Income Growth for CoC Funded Projects Metric 4 - v3 - Reporting Group	HUD System Performance Measures Report with adding functionality of running on a reporting group	<ul style="list-style-type: none"> <li>See HUD System Performance Measures reporting specifications</li> </ul>	<ul style="list-style-type: none"> <li>See HUD System Performance Measures reporting specifications</li> </ul>
SPM - Exits to Permanent Housing with Return to Homelessness, Metric 2 - v6 - Reporting Group	HUD System Performance Measures Report with adding functionality of running on a reporting group	<ul style="list-style-type: none"> <li>See HUD System Performance Measures reporting specifications</li> </ul>	<ul style="list-style-type: none"> <li>See HUD System Performance Measures reporting specifications</li> </ul>
SPM - Length of Time Persons Homeless- Metric 1 - v4 - Reporting Group	HUD System Performance Measures Report with adding functionality of running on a reporting group	<ul style="list-style-type: none"> <li>See HUD System Performance Measures reporting specifications</li> </ul>	<ul style="list-style-type: none"> <li>See HUD System Performance Measures reporting specifications</li> </ul>
SPM - Length of Time Persons Homeless- Metric 1b - v5 - Reporting Group	HUD System Performance Measures Report with adding functionality of running on a reporting group	<ul style="list-style-type: none"> <li>See HUD System Performance Measures reporting specifications</li> </ul>	<ul style="list-style-type: none"> <li>See HUD System Performance Measures reporting specifications</li> </ul>
SPM - Number of Homeless Persons- Metric 3.2 - v2 - Reporting Group	HUD System Performance Measures Report with adding functionality of running on a reporting group	<ul style="list-style-type: none"> <li>See HUD System Performance Measures reporting specifications</li> </ul>	<ul style="list-style-type: none"> <li>See HUD System Performance Measures reporting specifications</li> </ul>
SPM - Number of Persons First Time Homeless, Metric 5 - v3 - Reporting Group	HUD System Performance Measures Report with adding functionality of running on a reporting group	<ul style="list-style-type: none"> <li>See HUD System Performance Measures reporting specifications</li> </ul>	<ul style="list-style-type: none"> <li>See HUD System Performance Measures reporting specifications</li> </ul>

Report Title	Description	Data Fields	Prompts
SPM - Permanent Housing Placement-Retention Metric 7 - v7 - Reporting Group	HUD System Performance Measures Report with adding functionality of running on a reporting group	<ul style="list-style-type: none"> <li>• See HUD System Performance Measures reporting specifications</li> </ul>	<ul style="list-style-type: none"> <li>• See HUD System Performance Measures reporting specifications</li> </ul>