KYHMIS Quarterly Webinar

October 27, 2021

**Q1: When will the recording for the October Webinar be available for staff to watch, who were unable to attend?**

A1: The recording will be sent out via eGram next week and posted on the Help Desk and System news by the end of the week. All HMIS users who were unable to attend will have until COB on November 5, 2021.

**Q2: Does KHC know how long the Covid Questionnaire will be asked (required)?**

A2: We will continue to collect this information in the system through at least January 2022. We will then re-evaluate based on the percentage of client data filled out and give you an update during the January quarterly webinar.

**Q3: Are RKY programs required to record Covid Information?**

A4: This is not a requirement for RKY projects at this time. If this is something you would like to collect, please contact Mike Townsend, and then we will update the system.

**Q4: What do we do if it looks like a client has been entered as a duplicate, but the data is slightly different than what is already in the system? For example, client has same name and birthdate but social is off by a couple of numbers.**

A4: Please submit a HCA Helpdesk ticket with the two client IDs you feel are the same, and we can combine them. Thanks!

**Q5: Will there be an update for primary race to include Hispanic or Spanish/latinx?**

**What race are we to choose when the client is Hispanic that does not identify with white or black?**

A5: Race is defined as the physical differences that groups and cultures consider socially significant. The federal government collects this data in 5 groups; White, Black or African American, American Indian or Alaska Native, Asian, and Native Hawaiian or Other Pacific Islander. Work with the client to determine which one they most relate with.

Ethnicity is broader term than race – the term is used to categorize groups of people according to their cultural expression and identification.

To answer the above question this information is collected under ethnicity. As a case manager you need to work with the client to help them understand the difference and make the best decision for them.

**Q6: Do you have the PATH Data Collection Forms Posted?**

A6: Yes, here is the link for these on the Help Desk; <https://kyhmis.zendesk.com/hc/en-us/articles/4407324569883-NEW-2021-HMIS-Data-Collection-Forms-for-PATH->

**Q7: Why doesn’t the HMIS training not include Coordinated Entry?**

A7: Coordinated Entry is covered in the Intermediate Training which is offered once a quarter to all New Users to the HMIS system. We have found that providing too much information for New Users is not effective and they don’t understand or retain all the information. KHC has found that providing the information over time is more effective. We do have training recordings available on the Help Desk if the agency feels it needs to be done sooner.

**Q8: Will the CIS information be on the Help Desk?**

A8: We will post on the Help Desk along with the documents from this webinar.

**Q9: Could you explain the difference between current living situation and prior living situation?**

A9: **Current Living Situation** is where the client is currently staying – where they will be staying tonight. **Prior Living Situation** is where the client previously stayed – where they slept last night.

**Q10: If you are entering the client into a different project, do you create a new household?**

A10: No, you can use an existing household if it is still accurate for the household that presented at your project.

**Q11: Is there a specific HOPWA friendly CAPER/APR Report? I currently use the ESG CAPER Report to allow me to have data on households, clients served, and different data points asked of us for the Quarterly Reporting.**

A11: We here at KHC are currently working on creating a report specifically for HOPWA. We currently have a monthly workgroup to assist in developing this tool. If you are interested in being a part of this group submit a Help Desk ticket and we will add you to this workgroup.

**Q12: Regarding Housing Move-in Date (HMID) could agencies be entering clients into the RRH program once they are referred, but before they are actually housed? In this case the client could possibly be staying in shelter.**

A12: Yes, this is correct and the correct workflow. Agencies should enter clients into RRH project when referred, through Coordinated Entry, and then a housing move-in date is entered once the client “physically” moves into housing. Through this workflow the client may still be in housing while also working with the RRH provider to find housing and will stay in the shelter project until they “physically” move into the unit. This may take communication on the two agencies part.

**Q13: When is the next Quarterly Webinar?**

A13: January 26, 2022 at 1:30. Here is the link to register: [**https://attendee.gotowebinar.com/register/4938124842296662795**](https://attendee.gotowebinar.com/register/4938124842296662795)