

0630a PIT (Point in Time) Correction Guide per Tab

Tab A- Homeless Pop

Confirm everyone is accounted for. The tab is broken into three sections:

- Households with at least one Adult and one Child (under age 17)
- Households without Children (children are at least 18)
- Households with Only Children (under age 18)

If not everyone is accounted for, create a new client profile or add them to the project in HMIS

Tab B- Veteran Households and C- Youth Households.

- If this applies to your agency confirm everyone is accounted for on these tabs.

Tab D- Homeless Subpop

- Confirm these are the accurate counts of the individuals experiencing severe mental health, substance abuse issues, HIV or AIDS, or Fleeing a Domestic Violence situation.
- If corrections need to be made, please do so in EDA and Backdate modes, and updating on the client's Project Start Date

Tab E- Client Detail

- Review this tab for any errors that may be in the client profile. Errors will be highlighted:

Client Id	Age	Gender	Ethnicity	Prim arg Race	2nd Race	Dis ab YN	Dis ab Se	HoH Relate	V et	DV	DV Fle	CH
#####	22	Female	Non-Hispanic	White	White	Y	N	Self	N	Y	N	X
#####	1	Female	Non-Hispanic	White	White	N	N	Self	N	N		X

- This example highlights that both the Head of Household and Child are both listed as Self. This issue would need to be updated by going into the Entry Assessment and updating the child's Relationship to Head of Household Status.
- The CH stands for Chronically Homelessness Status. If there is an 'X' in the box, this means their Homeless History questions were answered in the affirmative AND they have a qualifying disability. Please double check your files to ensure accuracy if there are any questions.
- If corrections need to be made, please do so by using Enter Data As mode and Back Date mode before adjusting the client's information

Tab F- Disability Detail

- Please review to confirm if their Disabilities listed for the clients is accurate.
- If corrections need to be made, please do so by using Enter Data As mode and Back Date mode before adjusting the client's information
 - The Gateway Question, Specific Disability, and Follow-up (Long-Continued) Question must be complete in order to pull correctly