Jun 6, 2022

HMIS@NCCEH Configuration Subcommittee

Social Security Number Visibility

Attendees: [Nicole Purdy](#), Tracey Hagan, Bonnie Harper, Hanaleah Hoberman, Malcolm White, Nicole Lamb, Tracey Hagan, Alexis Hassan, Cherise Hughes

SSN in HMIS Information
- Based on settings HMIS allows users to turn on or off
    - Which of these settings do we want to use?
- Current settings: search results show last four digits only and only System Admin licenses can see and edit after initial client creation
    - Pros: high security/privacy, stops accidental changes in SSNs
    - Cons: hard to update after initial profile creation (need to contact admins), hard to determine data quality issue from reports since you can't see SSN to verify its full and correct, technically have to put in SSN or it will flag as an error

Other Setting Options
1. Agency Admin and above can edit full SSN
    a. Requires more trainings and possibly more vetting of Agency Admins; admins are also used for expanded reporting functionality and some agencies have more than one AA
2. SSN fully visible and editable by everyone
    a. Removes all privacy and security, will be globally shared and could cause accidental changs; requires more training and possibly more vetting of agencies
3. Only four digits show for search results
    a. Currently enabled, can keep to have less visibility in search results but can still edit full SSN in profile according to other settings (SA, AA, everyone)
4. ~~Only four digits editable~~
5. ~~SSN not visible~~

Malcolm, Nicole L., Bonnie and Tracey advocated for keeping the settings at where it is now. The group agreed that while it can be tedious and inconvenient to make changes to SSNs, the other setting options pose too much of a security risk that they are not comfortable subjecting clients to. Hanaleah suggested looking to CoC-level staff for support if capacity for agencies using HMIS is low, and otherwise agreed with the group that the pros outweigh the cons within the current HMIS settings.

The consensus of the HMIS@NCCEH Configuration Subcommittee is to leave the SSN visibility settings as is, where only the last four digits are visible in search results and only system administrators can see and edit those SSNs.