HMIS@NCCEH System Updates
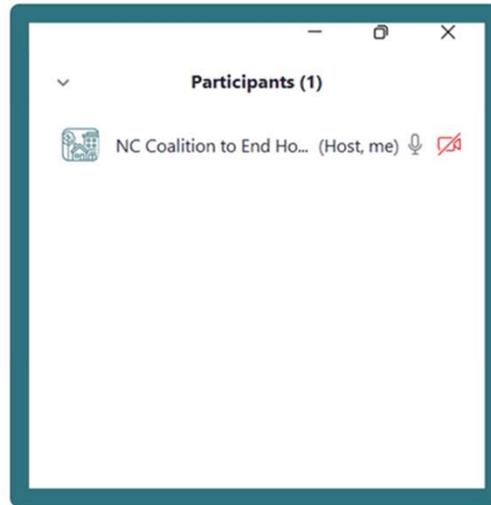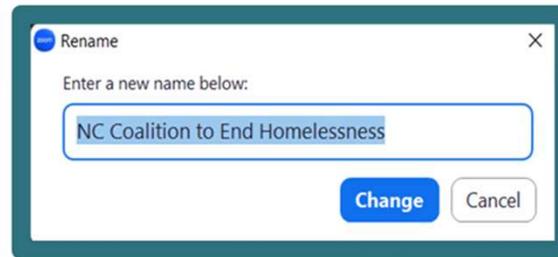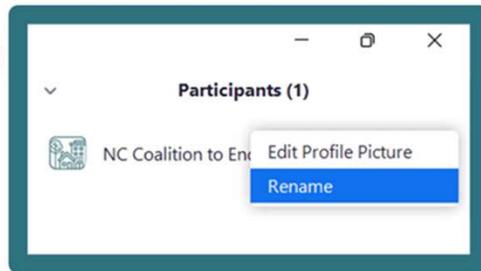
June 2024

NC COALITION to end
HOMELESSNESS

Edit your Zoom Screen Name!

How to change your screen name:

Agenda

May 2024

System Updates

- June A020 Data Quality Submissions

Training and Resources

- New Data Center Team Member
- Hashed CSV & EVA Training Recap
- Upcoming Training: A020 Data Quality
- New Client Merge Form
- Program Eligibility Form for APR in Sage
- ZenGuide Knowledge Base Highlight
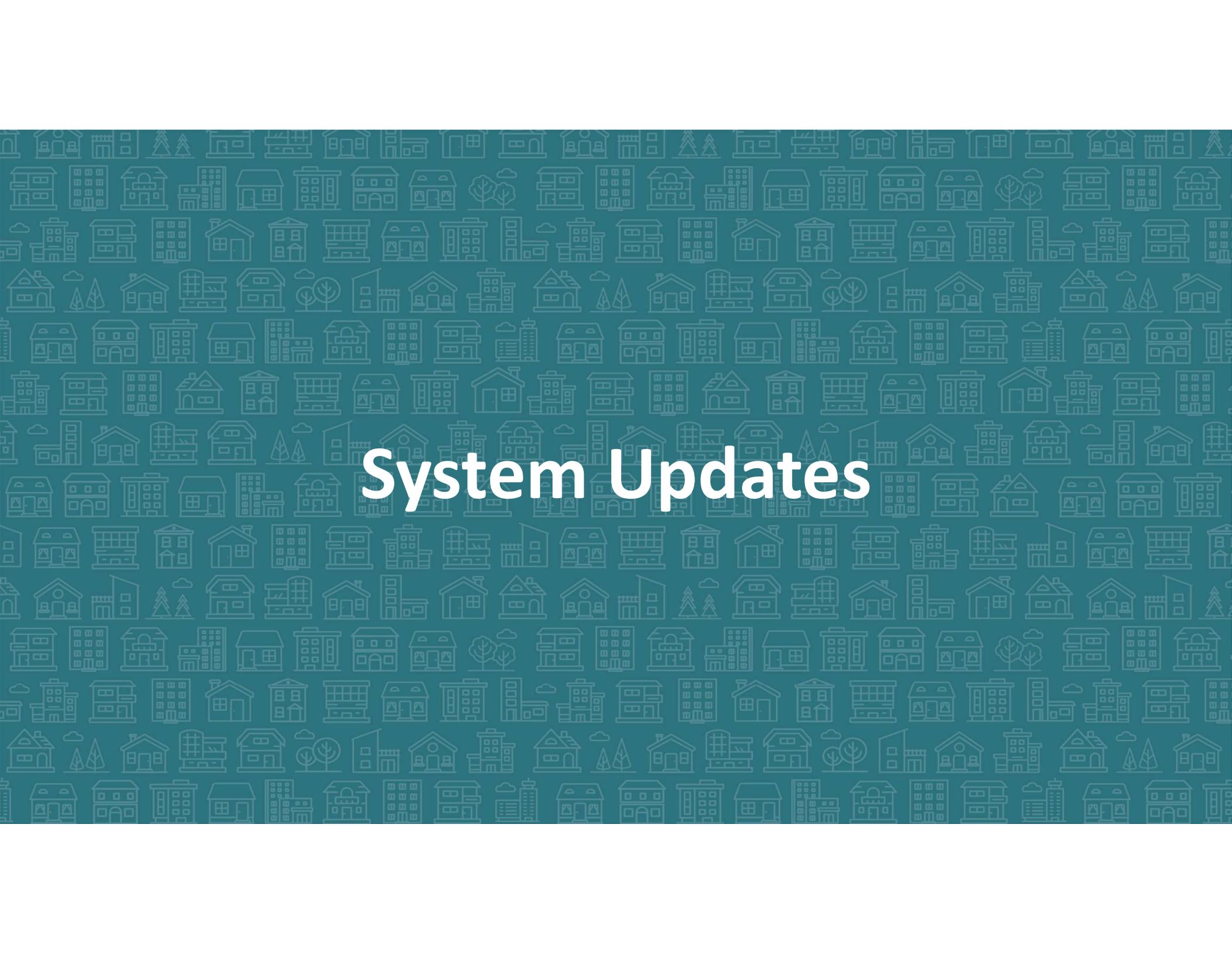
What's Next?

Questions/Concerns?

NCCEH

What do you call someone who doesn't believe it is June yet?

A May-Sayer

NCCEH

System Updates

June A020 Data Quality Report Submissions

The Next A020 Data Quality Report is Due June 30th!

- Includes all project types operating between 10/01/23 - 5/31/24

- Reminder that this is a required submission as part of our Data Quality Plan

- Submit your reports using the HMIS@NCCEH Data Quality Report Submission Form [June 2024]

Ongoing Reporting Error

Report Error:

- The NC UDE Income Detail tab still miscalculates client Income. In turn, those tables have been hidden to avoid further confusion because of the miscalculation

- Use the CoC APR & ESG CAPER Reports to find and correct income errors

We will continue to work on correcting the report error.

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Before you submit

- Remember to check your Prompts before submission
- Ensures your report is properly pulling client information from HMIS

In the Report Information Tab:

User Prompt Field	Value(s) Selected
Select Reporting Group(s):	- Optional Prompt -
Select Provider(s):	Heading Home - Rowan County - Emergency Shelter(7389)
Select CoC(s):	None Selected
Select Program Type Code(s):	- Optional Prompt -
EDA Provider:	Heading Home - Rowan County - Emergency Shelter(7389)
Enter Start Date:	10/1/2023
Enter End Date (PLUS 1 Day):	6/1/2024
Enter Effective Date:	6/1/2024

< > ··· NC UDE Detail | Timeliness Detail | **Report Information** | Report ··· + ⋮

In Business Objects:

∨ 🔲 A020 - Data Quality Monitoring Report v8   Edit Prompt Values

Select Reporting Group(s):		Constant value ∨
Select Provider(s):	Heading Home - Rowan County - Emergency Shelter(7389)	Constant value ∨
Select CoC Code(s):	None Selected	Constant value ∨
Enter Start Date:	10/1/2023 12:00:00 AM	Constant value ∨
Select Program Type Code(s):		Constant value ∨
EDA Provider	Heading Home - Rowan County - Emergency Shelter(7389)	Constant value ∨
Enter effective date:	6/1/2024 12:00:00 AM	Constant value ∨
Enter End Date (PLUS 1 Day):	6/1/2024 12:00:00 AM	Constant value ∨

NCCEH

Common Errors Found

Disability "long-continued" question
should always be Yes if the
disability type is Yes

Re-check any Client Doesn't
Know, Client Prefers not to
Answer, and Data Not
Collected (DNC)
with your clients or your
files

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Common Errors Found

Date of Birth

Enrollment CoC

NC County of Service

Homeless History Questions

Domestic Violence question

Check the Data Quality Benchmarks for error rates per project

NCCEH

Training and Resources

Welcome our new Team Member Rachelle!

We are excited to announce our new team member Rachelle!

Over her 20 years volunteering in her community, she has worked with several judges and attorneys to help low-income folks navigate the system and get proper representation in court. Rachelle was a founding member of the BoS Lived Expertise Advisory Council where she is passionate about using her history of housing instability to advocate for change. Rachelle lives in Western North Carolina with her husband and their two cats. She enjoys traveling, reading, and spending time with family and friends

Please give Rachelle a warm welcome and we look forward to better help serve our users, more effective for funders, and better for client services!

You can find full bio's on the Our Staff page on the NCCEH website.

NCCEH

Hashed CSV & EVA Training

Training on different ways to utilize EVA.

Topics discussed:
- How to Create a Hashed CSV Report
- How to Upload the Hashed CSV to EVA
- How to Export Results for In-Depth Analysis
- EVA Tab Navigation
- Assess Data Quality Section
- High Priority Errors vs General Errors vs Warnings

The Slides & Recordings of the training are available on ncceh.org/hmis/news

Upcoming Training

Hashed A020 Data Quality Training:

- June 26th
- Purpose of Report
- Eligible Projects
- How to Run the Report
- How to read data quality errors
- How to upload your report

This training is for:

- New users who have not participated in the previous Data Quality submissions
- Users looking for a refresher

Check our Calendar for more upcoming meetings!

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New Client Merge Form

Project Name *
Requesting Agency

Requesting User
Employee Name

Client Primary HMIS ID *
All client data will be transferred to this HMIS ID.

Client Secondary HMIS ID *
    To be deleted

Third Client Primary HMIS ID
If Applicable

- The new Client Merge Form allows users to enter in any prospective clients to merge
- Can find it on the About Us page or the Client Profile Merge in HMIS ZenGuide article

NCCEH

Program Eligibility Form for APR in Sage

- HUD will now be taking the Q15 question, Prior Living Situation, in the APR into account for Sage Submissions

- To help minimize rejections to APR submissions due to additional information needed, HUD has provided the new Program Eligibility Form in Sage

- Enables users to submit an explanation on a client's eligibility determination prior to report submission.

NCCEH

ZenGuide Knowledge Base

Your first stop for answers

103 Articles and counting!

- We use your search results to develop new articles
- Highlight:
- A020 - Data Quality Monitoring Report
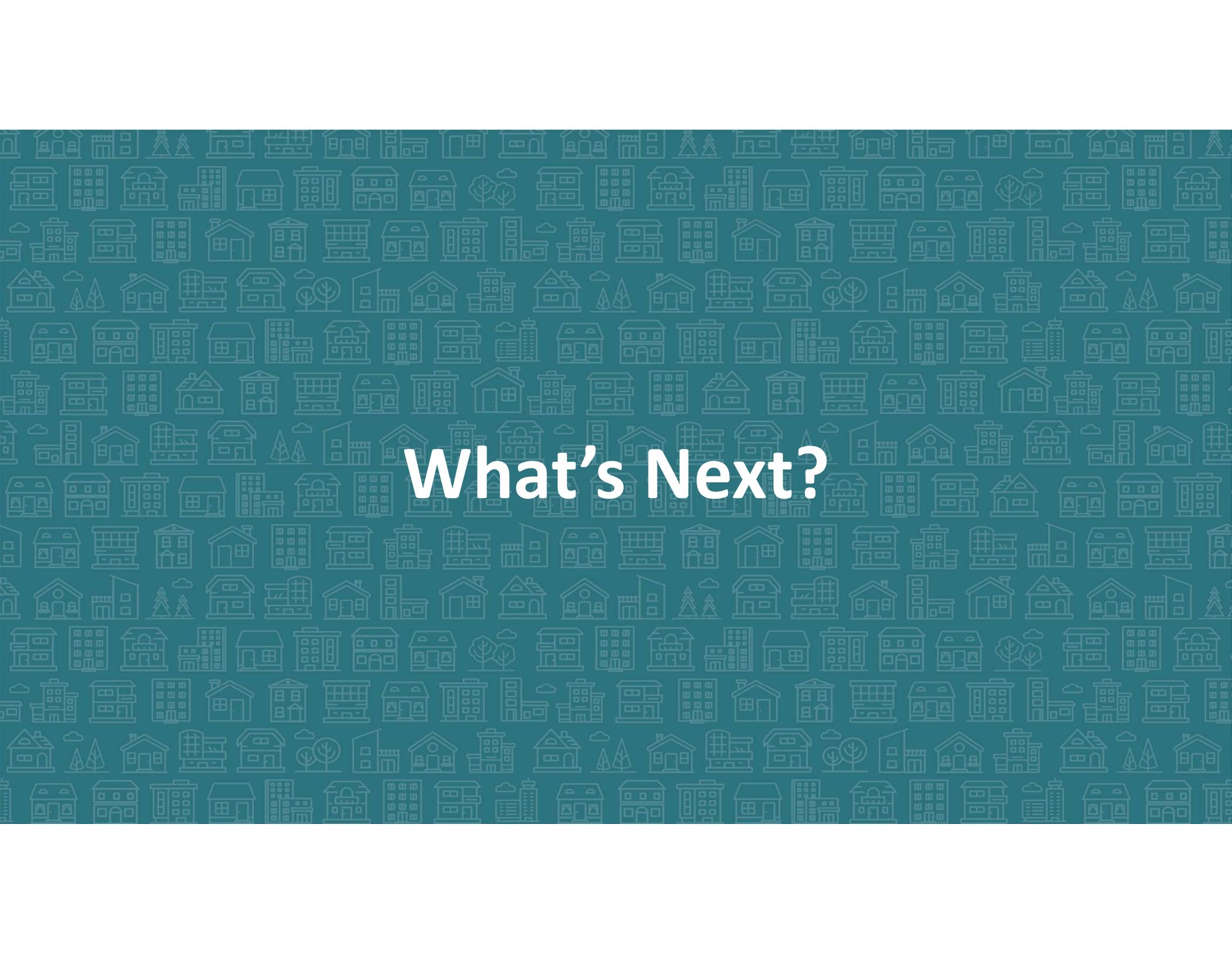- Dashboard Report: Hashed HMIS CSV
- Client Profile Merge in HMIS

Bookmark it!

https://ncceh.zendesk.com/hc/en-us

What's Next?

What's Next Calendar

Due	Event Name
June 19th	Juneteenth: NCCEH Staff Out of Office
June 26th [Rescheduled]	Monthly Training: A020 Data Quality Training 10 - 11am
June 30th	A020 Data Quality Submission Deadline for October 2023 – May 2024 Reporting Period
July 3rd	Systems Updates Meeting 10-11am
July 8-10th	2024 National Conference on Ending Homelessness and Capitol Hill Day
July 17th	Monthly Training: TBD 10-11am

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Go to ncceh.org/events for all event details!
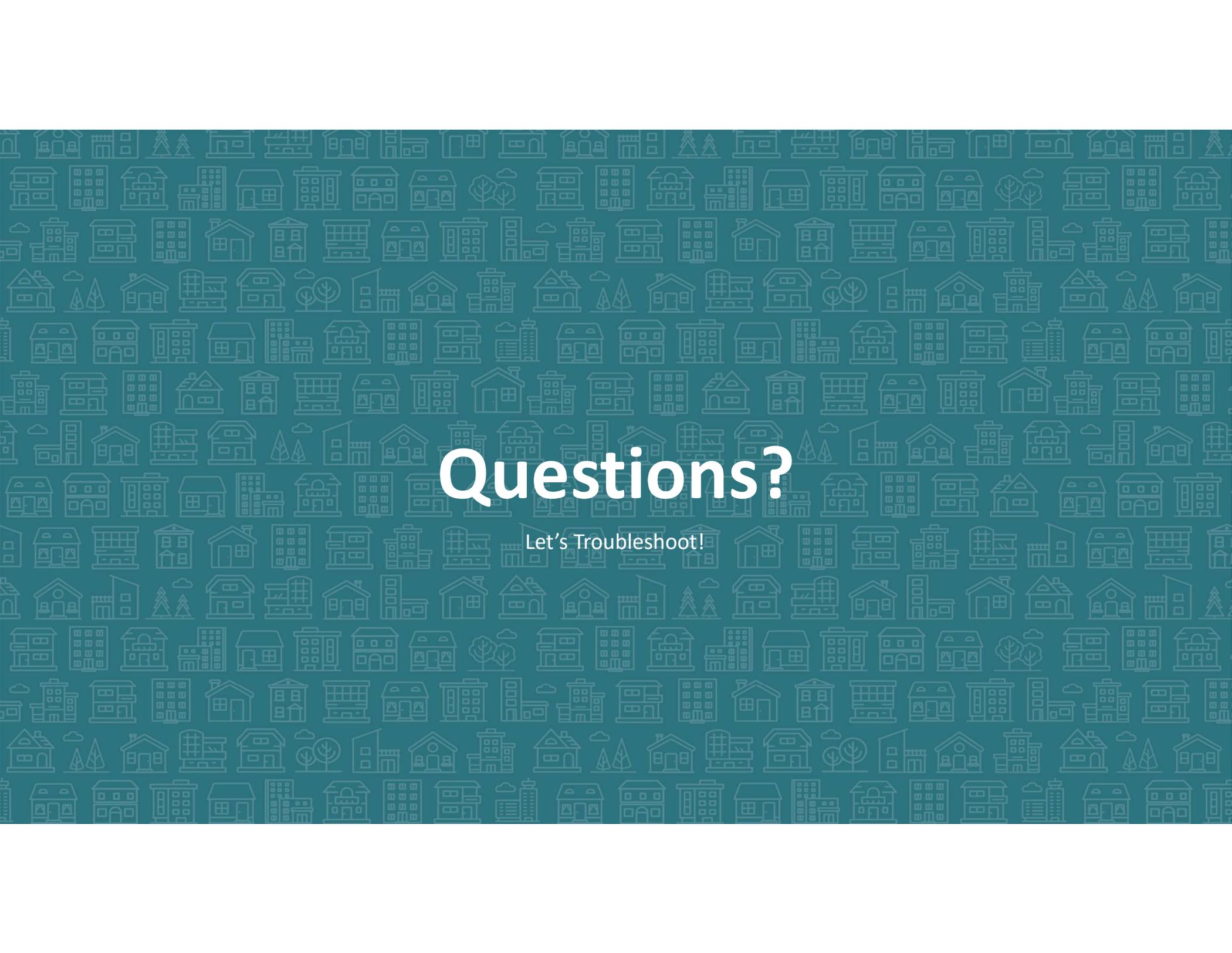
Questions?

Let's Troubleshoot!

Contact NCCEH

hello@ncceh.org
919.755.4393

Contact NCCEH Data Center Help Desk

hmis@ncceh.org
919.410.6997

NCEndHomelessness

@NCHomelessness

nc_end_homelessness

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