

HMIS Data Quality Reports

Sonoma County Community Development Commission
Ending Homelessness Team

June 2022

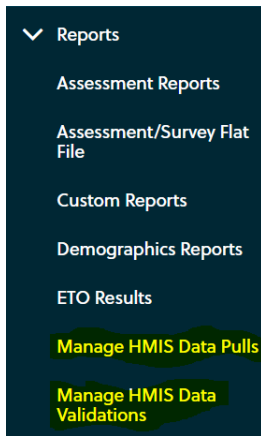
V. 1.0

Instructional Guide for Data Validations and Data Pulls

Social Solutions' HMIS has two options within the Reports tab for managing and identifying data errors: HMIS Data Validation and HMIS Data Pulls.

Each type of data pull is separate. Data Validation pulls HMIS system data while the HMIS Data Pulls extracts Housing and Urban Development (HUD) HMIS data element responses exclusively for reporting purposes. Both are equally important for identifying possible errors in HMIS Data Entry that negatively impact the accuracy, currency and correctness of HMIS Data Quality for an Agency's Site, Program, Program Group or for the Whole Enterprise system. HMIS Data Validation and Data Pulls should be completed on a frequency compatible with the volume of data entry and program capacity.

User Tip: After logging into HMIS, open the Reports tab and locate the "Manage HMIS Data Pulls" and the "Manage HMIS Data Validations" options.



Manage HMIS Data Pulls

Here you'll find step by step instructions for running HMIS Data Pulls for HUD Data Quality Reports.

Try it: From the Side Menu, expand the Reports tab and select the **"Manage HMIS Data Pulls," "HMIS Data Pulls,"** or **"Manage HMIS Data Pulls & APR"** option. The name of the Report option name may be different depending on your access agency site in HMIS.



A new screen in HMIS will open with 4 buttons on the top of the page. Select the "Create Data Pull" button.

Manage HMIS Data Pulls

Create Data Pull

Run Validation

Manage HMIS Data Validations

Go To Reporting Site

Export ID	Description	Version	Hash Status	Included
000  	<input type="text"/> 	<input type="text"/> 	<input type="text"/> 	<input type="text"/>

A new screen labeled Create HMIS Data Pull will open.


Create HMIS Data Pull


Please select the scope, a date range, the files types you would like i

HUD Version: 2022 (v1.1 csv) ▾

Hash Status: Unhashed (Standard CSV) ▾

Scope: -- Select a Scope -- ▾

Grant Start Date: 

Grant End Date: 

Include Readable CSV's:

Notify upon completion:

Refresh automatically:

(Note: The HUD Version is grayed out and corresponds to the most recently applied HUD HMIS Data Standards.)

Keep the Hash Status option on the default setting of “Unhashed (Standard CSV)” unless otherwise required by your program’s funding source. There are also 3 optional settings that can be applied to the HMIS Data Pull: “Include Readable CSV’s,” “Notify upon completion” and “Refresh automatically.” These setting are **not** required for creating HMIS Data Pulls for use in HUD Data Quality Reports.)

Using the drop-down menu option, select the Scope of data that you want to pull:

Create HMIS Data Pull

Please select the scope, a date range, the files types you would like i

HUD Version: 2022 (v1.1 csv) ▾

Hash Status: Unhashed (Standard CSV) ▾

Scope: -- Select a Scope -- ▾

Grant Start Date: -- Select a Scope --

Grant End Date: This Program

Include Readable CSV's: Whole Enterprise

Notify upon completion:

Refresh automatically:


Determining the Scope of the data pull defines HUD HMIS data to be included in the HMIS Data Pull you are generating. Scope options are: “This Program” (the Current program your HMIS user account is accessing in HMIS), “This Site” (all active programs assigned to your Agency), A Program Group (a custom selection of 2 or more programs), or the Whole Enterprise (the entire HMIS system) data from. (**Note:** Access to Scope options is dependent on your HMIS User account’s reporting and access role.)


Determine the range of data by entering in the Start Date and End Date by typing in dates (MM/DD/YYYY) in the fields or using the calendar icons. Select the “Submit” button.

HUD Version: 2022 (v1.1 csv) ▾

Hash Status: Unhashed (Standard CSV) ▾

Scope: This Program ▾

Grant Start Date: 1/1/2021 

Grant End Date: 11/4/2021 

Include Readable CSV's:

Notify upon completion:

Refresh automatically:

Your Data Pull will be added to the reports queue. Depending on the date range of the data pull, it may take a few minutes for it to complete- be patient.

Export ID	Description	Version	Hash Status	Included	Requested On	Requested By	Refresh automatically?	Date Completed	Take Action
14114							<input type="checkbox"/>		
14114	1/1/2021 - 11/4/2021 Queued for processing.	2022 (v1.1 csv)	Unhashed (Standard CSV)	Non-Readable CSV	11/4/2021 4:27:24 PM	Adam Siegenthaler			Open Download Delete

When your Data Pull is completed, a blue check box will appear in the Description column and a date is populated in the Date Completed column.

Export ID	Description	Version	Hash Status	Included	Requested On	Requested By	Refresh automatically?	Date Completed	Take Action
14114							<input type="checkbox"/>		
14114	1/1/2021 - 11/4/2021 	2022 (v1.1 csv)	Unhashed (Standard CSV)	Non-Readable CSV	11/4/2021 4:27:24 PM	Adam Siegenthaler		11/4/2021	Open Download Delete

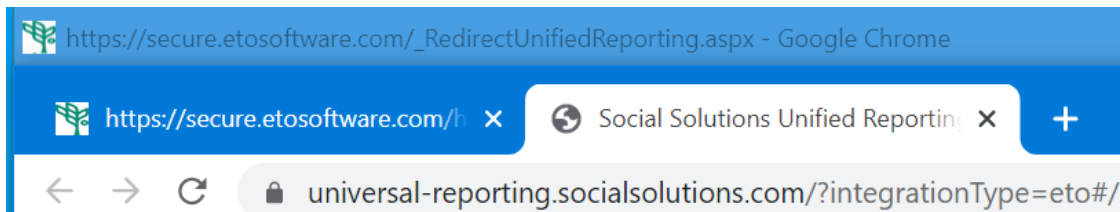
Once your Data Pull is complete select the “Go to Reporting Site” button.

Manage HMIS Data Pulls

[Create Data Pull](#)
[Run Validation](#)
[Manage HMIS Data Validations](#)
[Go To Reporting Site](#)

Export ID	Description	Version	Hash Status	Included
000				

This will open a new window and new tab on the web browser named “Social Solutions Unified Reporting.”



On this new tab you will see a list of HMIS reports that can be run with the data you just pulled from HMIS.

Select the Play button icon that corresponds to the report labeled, “Data Quality Report”.

Reports

ALL REPORTS

HMIS	
Annual Performance Report (APR) <small>CREATED October 23, 2020 MODIFIED October 23, 2020</small>	 
Client Level Report <small>CREATED October 23, 2020 MODIFIED October 23, 2020</small>	 
Consolidated Annual Performance and Evaluation Report (CAPER) <small>CREATED October 23, 2020 MODIFIED October 23, 2020</small>	 
Data Quality Report <small>CREATED October 23, 2020 MODIFIED October 23, 2020</small>	 
Housing Inventory Count Report (HIC) <small>CREATED October 23, 2020 MODIFIED October 23, 2020</small>	 

A pop-up window will appear called, “Run report Data Quality Report.”

Run report Data Quality Report * Required

CSV LOCATION *

REPORT START DATE *

REPORT END DATE *

CONTINUUM CODE(S)

From the “CSV Location’ drop-down menu, select the file you just created with the data pull. Manually enter in the Report Start Date and End Date (Identical start and ends dates as the HMIS Data Pull), and the Continuum Code. (**Note:** Sonoma County’s CoC Code is **CA-504** and is case sensitive.) Select the “Run Report” Button.

Run report Data Quality Report * Required

CSV LOCATION *
14114_11_04_2021_ [redacted] _01_01_2021-11_

REPORT START DATE *
01/01/2021

REPORT END DATE *
11/04/2021

CONTINUUM CODE(S)
CA-504

CLOSE RUN REPORT

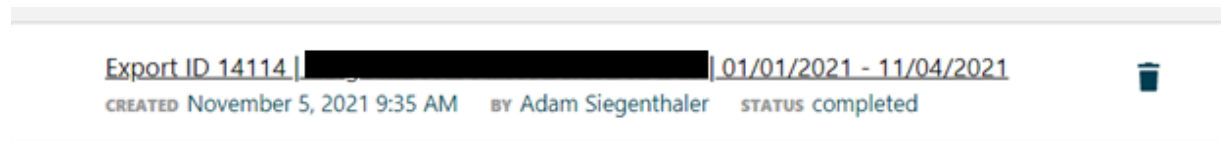
A new screen will open called, Data Quality Report Run History. Notice that the status is “queued”. The Status will change to “completed” when it is ready to open.

ALL REPORTS RUN REPORT

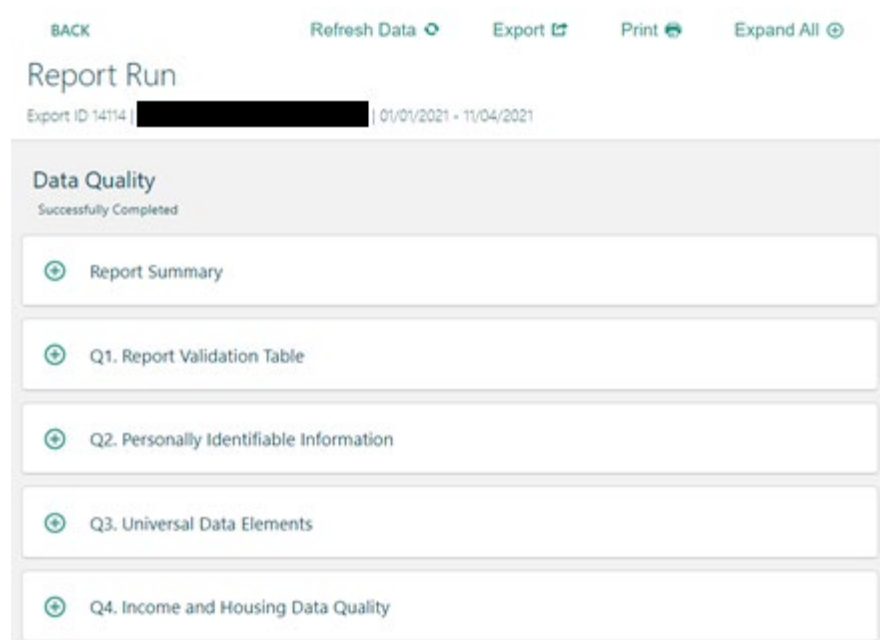
Data Quality Report Run History

Export ID 14114 [redacted] 01/01/2021 - 11/04/2021 CREATED November 5, 2021 9:35 AM BY Adam Siegenthaler STATUS queued	
Export ID 14114 [redacted] 01/01/2021 - 11/04/2021 CREATED November 4, 2021 1:31 PM BY Adam Siegenthaler STATUS completed	

Select the Report name itself to open it.



A new Report Run screen will open displaying the details about the Data Quality Report.



The Data Quality report sections are collapsed by default. Select the plus symbols to expand the section or use the “Expand All” option at the top of the page to open all sections at once. **(Note:** If you would like to print out the report as a PDF document, Expand all sections of the report first. A fully expanded Data Quality report will be a 3-page PDF document.)

Within each section contains different HUD HMIS Data Elements relating to 7 sections of data quality in HUD's HMIS Data Standards:

Data Quality	
Successfully Completed	
+	Report Summary
+	Q1. Report Validation Table
+	Q2. Personally Identifiable Information
+	Q3. Universal Data Elements
+	Q4. Income and Housing Data Quality
+	Q5. Chronic Homelessness
+	Q6. Timeliness
+	Q7. Inactive Records: Street Outreach and Emergency Shelter

To open the HMIS Data Element select the green circle icons to expand a single element of the report. To open all HMIS Data Elements at once, choose the “Expand All” option at the top of the page.

[BACK](#)

[Refresh Data](#) 

[Export](#) 

[Print](#) 

[Expand All](#) 

Report Run

In the expanded element section, the number values next to each data element are linked to a list of Client records that have a data error for that data element. (**Note:** This drill-down function to see Client Details associated with data error on the Data Quality report is only available in the webpage format and not as a PDF.)

Q4. Income and Housing Data Quality	
DATA ELEMENT	ERROR COUNT
Destination (3.12)	3
Income and Sources (4.02) at Start	37
Income and Sources (4.02) at Annual Assessment	13
Income and Sources (4.02) at Exit	24

Select the number in the Error Count Column to open a pop-up screen of Client Details containing the Client Name, DOB, and Personal ID strings.

Client Name	Client_DOB	Client_PersonalID
		0E99EE9BAF554127BEDC5021E1
		1315EB357F9F46EEB50BBF53A9
		15D36EA653CB42109DFE360BF
		165AA3CD450F439D916973CEE
		1AC253084D044B2395D3A3D9
		1CAF95809A0944C2B0F6FC56A
		2DD21C11AADE431B9D16DDE
		3158757DF220457BBCC82C0DE
		35F449CD0A6A4CD886ADB06C
		39CB320FE13345D3929AD1A9E
		3CB862FEE864484BAF91A94F3C
		462B746DB44C4050BCA01E54E
		515EDFC8EBD84BE987852A5F0
		658CBC1192CD40B5B949192AE
		74D0400DC0B8428686B0EBA4E

This list can then be download as .csv file by selecting on the “Download Details” button and then can be opened in Excel or Google Sheets. (**Warning:** This file contains Personally Identifiable Information (PII) about a Program Participant; Full Names and Dates of Birth of Program Participant Records. Be mindful of distributing this information with others via unsecure methods.)

HUD Data Quality Report Reference Guide

The HMIS Data Quality Report is a HUD report that reviews data quality across a number of HMIS data elements. Below is a guide for interpreting the data values for each HUD Data Quality Report Sections: Q1 to Q7.

Key Definitions:

Project – A project is identified by the CoC as part of its service system, in which an individual client or family is enrolled. A project further defined as a “lodging project” provides overnight accommodations and meets the needs of people who are homeless. A “services project” does not provide lodging and meets specific needs of people who are homeless or at risk of homelessness.

Program – In HMIS, Program is often interchanged with the definition of a Project. A program also refers to the federal funding source used to fund a project. One project may have simply one funding source or multiple funding sources.

Report date range – The start date and the end date of a specific reporting period.

Missing Data – Missing data is defined to mean data where the answer is “data not collected”, is null or blank, or where the entire form or table record on which that field resides is completely absent.

HoH – Head of Household.

Report Section: Q1 - Data Validation Table

The Q1 Report Validation table provides the total unduplicated counts for clients in each category. These counts are used later in the report for calculating error rates.

Clients are counted in these questions based on the details of the project enrollment (Relationship to HoH, Entry/Exit dates, etc.), client information (date of birth/age/ veteran status), and entry assessment data (chronically homeless).

Report Field	Description
Row 1 - Total Number of Persons Served	Count of persons (all members of each household) with an active project enrollment during the report period.
Row 2 – Number of adults (age 18 or over)	Count of persons 18+ years old with an active enrollment during the report period.
Row 3 – Number of children (under age 18)	Count of person <18 years old with an active enrollment.
Row 4 – Number of persons with unknown age	Count of persons with <i>missing</i> DOB, incorrect DOB data quality field selection, or other incorrect DOB data that causes the systems to be unable to calculate client age.
Row 5 – Number of leavers	Count of persons who exited the project on or before the reporting end date.
Row 6 – Number of adult leavers	Count of persons 18+ years old who exited the project on or before the reporting end date.
Row 7 – Number of adult and head of household leavers	Count of all adults and Heads of Households (HoH) who exited the project on or before the reporting end date.
Row 8 – Number of stayers	Count of persons whose project exit date is null or greater than the reporting end date.
Row 9 – Number of adult stayers	Count of persons 18+ years old whose project exit date is null or greater than the reporting end date.
Row 10 – Number of veterans	Count of persons served during the reporting period where Veteran Status = Yes.

Report Field	Description
Row 11 – Number of chronically homeless persons	Count of adults and HoH who meet the definition of chronic homelessness based on the [Disabling Condition 3.08] field <i>and</i> fields in the Living Situation section of the HUD Assessment that indicated at least 12 months <i>or</i> on at least 4 separate occasions in the last 3 years of homelessness, as long as the combined occasions equal at least 12 months.
Row 12 – Number of youth under age 25	Count of persons aged 12-24 years old active during the report range where no other household member is above 24 years old.
Row 13 – Number of parenting youth under age 25 with children	Count of youth (defined above) with household members aged <18 who are designated as HoH’s child in the project HUD Assessment.
Row 14 – Number of adult heads of household	Count of persons aged 18+ years who are designated as HoH in the project HUD Assessment.
Row 15 – Number of child and unknown-age heads of households	Count of persons aged <18 years or whose age is unknown, and designated as HoH in the project HUD Assessment.
Row 16 – Heads of households and adult stayers in the project 365 days or more	Count of persons aged 18+ years with enrollment start date over a year ago (365 days), and designated as HoH in the project HUD Assessment.

Report Section: Q2 - Personally Identifiable Information

The Q2 Person Personally Identifiable Information (PII) table shows counts of records where the named field contains "Client doesn't know" or "Client refused," where data is missing, or where data does not comply with specific rules.

Although records can meet criteria(s) for allowing them to be counted in more than one column, they are only counted in the first column for the first match. (**Example:** A client reports "Doesn't Know/Refused" for the quality of the value *and* the value field is empty creating an "Information Missing" error. A single error for that client record will be counted in the "Doesn't Know/Refused" column for the first match.)

- The Percent of Error Rate is calculated using the total number of persons served as the denominator (field 1 from Q1- Report Validation Table)
- Numbers in parentheses after each element corresponds to a HUD Data Standard element collected in HMIS. For example "(3.01)" is "Name."

Complete Personally Identifiable Information (PII) is critical to a system's ability to un-duplicate and merge client records. This question analyzes data entered on the client record for data quality errors or responses that signal potential data issues. Errors look at any records where information is not present because the client didn't know the response, refused to provide a response or the data was not collected.

- *Data issues on name could include "partial, street name, or code name reported"*
- *Data issues on date of birth could include "approximate of partial DOB reported"*
- *Data issues on Social Security Number could include "approximate or partial SSN reported" or does not conform to Social Security rules for a valid SSN.*

Report Fields	Client Doesn't Know / Refused	Information Missing	Data Issues
Name (3.01)	[Quality of Name] field contains "Client doesn't know" or "Client refused."	[First Name] or [Last Name] is missing.	[Quality of Name] field contains "Partial, street name, or code name"
Social Security Number (3.02)	[Quality of SSN] field contains "Client doesn't know" or "Client refused."	[Social Security Number] is missing	<p>[Quality of SSN] field contains "Approximate or partial SSN reported" or the SSN violates Social Security Administration rules for a valid SSN:</p> <ul style="list-style-type: none"> • Contains a non-numeric character • Is not 9 digits long • First three digits are "000," "666," or are in the 900 series • The second group / 5th and 6th digits are "00" • The third group / last four digits are "0000" • SSN has repetitive (e.g. "33333333") or sequential (e.g. "345678901" "987654321") numbers for all 9 digits

Report Fields	Client Doesn't Know / Refused	Information Missing	Data Issues
Date of Birth (3.03)	[Quality of DOB] field contains "Client doesn't know" or "Client refused."	[Date of Birth] is missing	[Quality of DOB] field contains "Approximate or partial DOB reported" or where DOB is: <ul style="list-style-type: none"> • Prior to 1/1/1915 • After the date the client record was created • Equal to or after the project entry date
Race (3.04)	[Quality of Race] field contains "Client doesn't know" or "Client refused."	[Race] is missing	N/A
Ethnicity (3.05)	[Quality of Ethnicity] field contains "Client doesn't know" or "Client refused."	[Ethnicity] is missing	N/A
Gender (3.06)	[Quality of Gender] field contains "Client doesn't know" or "Client refused."	[Gender] is missing	N/A
Overall Score	Overall error rate percentage is equal to the unique count of clients with PII errors divided by the total people served. Each client is counted only once, even if there are multiple data quality issues in multiple fields in this table.		

Report Section: Q3 Universal Data Elements

The Q3 Universal Data Elements table shows counts of records where the named field contains "Client doesn't know" or "Client refused," where data is missing, or where data does not comply with specific rules. Unlike the Q2 table, the error counts in the Q3 table are not separated by type and are combined into one count.

These are elements common to all client records and used for HMIS reporting. This question looks to entry assessment data to identify missing information or data entered that signals potential data quality issues. Errors look at any records where information is not present because the client didn't know the response, refused to provide a response, or that the data was not collected.

Report Fields	Error Count	Percent of Error Rate
Veteran Status (3.07)	Count of: <ul style="list-style-type: none"> • Adults where [Veteran Status] is "Client doesn't know," "Client refused," or missing; • [Veteran Status] is "Yes," but client age is less than 18 	Percent of error rate = count of Veteran Status errors divided by number of adults
Project Start Date (3.10)	Count of overlapping enrollments by client in the same project, indicated by [Project Entry Date] occurring before the [Project Exit Date] for and earlier project entry	Percent of error rate = count of Project Entry Date errors divided by total number of persons served
Relationship to Head of Household (3.15)	Count of enrollments where: <ul style="list-style-type: none"> • [Relationship to Head of Household] is missing in the project HUD Assessment • No one in the Household has been identified as the HoH in the project HUD Assessment • More than one client in the household is identified as the HoH in the HUD Assessment 	Percent of error rate = count of Relationship to HoH errors divided by total number of persons served
		(Continued on next page)

Report Fields	Error Count	Percent of Error Rate
Client Location (3.16)	Count of households where: <ul style="list-style-type: none"> • HoH is missing [Client Location] code (Continuum of Care (CoC) location) at project entry; • Code does not match HUD-defined codes <i>(Note: This field for Sonoma County/Petaluma CoC is "CA-504".)</i> 	Percent of error rate = count of Client Location errors divided by total number of persons served
Disabling Condition (3.08)	Count of enrollments where: <ul style="list-style-type: none"> • [Disabling Condition] is "Client doesn't know," "Client refused," or missing; • [Disabling Condition] is "No," but at least one of the following is marked "Yes": <ul style="list-style-type: none"> ○ [Developmental Disability] ○ [Physical Disability] and [Long Term] ○ Chronic Health Condition and [Long Term] ○ [HIV/AIDS] ○ [Mental Health Problem] and [Long Term] ○ [Substance Use Disorder] and [Long Term] 	Percent of error rate = count of Disabling Condition errors divided by total number of persons served

Report Fields	Error Count	Percent of Error Rate
<p>The Percent of Error Rates are calculated using the following fields from the Q1 Report Validation Table as the denominators, depending on the error count:</p> <ul style="list-style-type: none"> • Number of Adults (Veteran Status) • Total Number of Persons Served (Project Entry Date, Relationship to Head of Household, Disabling Condition) • Number of Adult HoH + Number of Child and Unknown Age HoH (Client Location) 		

Report Section: Q4 Income and Housing Data Quality

The Q4 Income and Housing Quality table shows counts of records where the named field contains "Client doesn't know" or "Client refused," where data is missing, and/or where a response to whether client has income is inconsistent with income source information.

The error counts in the Q4 table are not separated by error type but are combined into one count.

The Percent of Error Rates are calculated using the following fields from the Q1 Report Validation Table as the denominators, depending on the error count:

- Number of Leavers (Destination)
- Number of Adult HoH + Number of Child and Unknown Age HoH (Income and Sources at Entry)
- HoH and adult stayers in the project more than 365 days (Income and Sources at Annual Assessment)
- Number of adult and HoH leavers (Income and Sources at Exit)

These elements are critical for measuring housing and income performance at the project and CoC level. This question looks for data quality errors on required financial assessments at entry, annual and exit as well as exit destinations. Errors look at any records where information is not present because the client didn't know the response, refused to provide a response or the data was not collected or where the response of the client has income is "yes" or "no" at a data collection stage, but is inconsistent with the income source information.

Report Field	Error Count	Percent of Error Rate
Destination (3.12)	Count of leavers where [Destination] is "Client doesn't know," "Client refused," "No exit interview completed," or missing.	Percent of error rate = count of Destination errors divided by number of leavers
Income and Sources at Entry (4.02)	Count of number of adults and HoH where: <ul style="list-style-type: none"> • [Income from Any Source] at project entry is "Client doesn't know," "Client refused," or missing. • [Income from Any Source] at project entry is "No" but one or more income sources are selected; • [Income from Any Source] at project entry is "Yes" but no income sources are selected. 	Percent of error rate = count of Income and Sources at Entry errors divided by sum of adult HoH and child/unknown age HoH.
Income and Sources at Annual Assessment (4.02)	Count of number of adults and HoH with project stays greater than or equal to 365 day as of the end of the reporting period where: <ul style="list-style-type: none"> • No Annual Assessment has been completed within 30 days of project enrollment date anniversary; • An Annual Assessment has been completed within the appropriate timeframe, but; <ul style="list-style-type: none"> ○ [Income from Any Source] is "Client doesn't know," 	Percent of error rate = count of Income and Sources at Annual Assessment errors divided by HoH and adult stayers in the project more than 365 days.

Report Field	Error Count	Percent of Error Rate
	<p>“Client refused,” or missing.</p> <ul style="list-style-type: none"> ○ [Income from Any Source] is “No” but one or more income sources are selected ○ [Income from Any Source] is “Yes” but no income sources are selected. 	
Income and Sources at Exit (4.02)	<p>Count of number of adults and HoH where:</p> <ul style="list-style-type: none"> • [Income from Any Source] at project exit is “Client doesn’t know,” “Client refused,” or missing. • [Income from Any Source] at project exits is “No” but one or more income sources are selected; • [Income from Any Source] at project exit is “Yes” but no income sources are selected. 	<p>Percent of error rate = count of Income and Sources at Exit errors divided by number of adult and HoH leavers.</p>

Report Section: Q5 Chronic Homelessness

The fields in elements 3.917 A and 3.917 B Prior Living Situation are the building blocks of determining if someone has been homeless enough times to be reported as chronically homeless.

If data is missing in any field in [prior living situation], the HMIS is not able to accurately report chronic homelessness.

This question applies to adults and HoH active in the date range who started in the project any time after 10/1/2016, which was when element 3.917 was restructured to improve data entry.

The column labeled "Count of Total Records" calculates the number of adults and HoH active during reporting period in:

- Emergency Shelter (ES), Safe Haven (SH), Street Outreach
- Transitional Housing (TH)
- All types of Permanent Housing (PH)
 - PSH – Permanent Supportive Housing (disability required for entry)
 - PH – Housing Only
 - PH – Housing with Services (no disability required for entry)
 - RRH – Rapid Re-housing

The question identifies the number of clients where information is not present because the client didn't know the response, refused to provide a response or the data was not collected which is essential for calculating chronic homelessness.

Report Fields	Count of Total Records	Missing time in institution (3.917.2) DK/R/Missing	Missing time in housing (3.917.2) DK/R/Missing	Approximate Date Started (3.917.3) DK/R/Missing	Number of Times (3.917.4) DK/R/Missing	Number of Months (3.917.5) DK/R/Missing	Percent of Records Unable to Calculate
ES, SH, Street Outreach	Count of adults and HoH active in Emergency Shelter, Safe Haven or Street Outreach	Counts of adults and HoH where [Type of Residence] is one of the following: "Foster care home or foster care group home"	Counts of adults and HoH where [Type of Residence] is one of the following: Any "Owned by Client..." option "Permanent housing for formerly homeless persons"	Counts of adults and HoH where [Type of Residence] is one of the following: "Place not meant for habitation"	Counts of adults and HoH where [Type of Residence] is one of the following: "Place not meant for habitation"	Counts of adults and HoH where [Type of Residence] is one of the following: "Place not meant for habitation"	Percent = number of unique adults and HoH missing one or more responses in the columns to the left, divided by the total records in the first column.
TH	Count of adults and HoH active in Transitional Housing	"Hospital or other residential non-psychiatric medical facility"	Any "Rental by Client..." option	"Emergency shelter including hotel/motel paid for with vouchers"	"Emergency shelter including hotel/motel paid for with vouchers"	"Emergency shelter including hotel/motel paid for with vouchers"	
PH (All)	Count of adults and HoH active in all Permanent Housing types	"Jail, prison or juvenile detention facility" "Long-term care facility or nursing home"	"Residential project or halfway house with no homeless criteria"	"Safe Haven" "Interim Housing"	"Safe Haven" "Interim Housing"	"Safe Haven" "Interim Housing"	
Total	Sum of adults and HoH	Psychiatric hospital or other psychiatric facility" "Substance abuse treatment facility or detox center" And [Length of Stay in Prior Living Situation] is "Client doesn't know," "Client refused," or missing.	"Staying or living in a friend or family member's room, apartment or house" "Transitional housing for homeless persons" And [Length of Stay in Prior Living Situation] is "Client doesn't know," "Client refused," or missing.	And [Approximate Date Homelessness Started] is "Client doesn't know," "Client refused," or missing.	And [Number of times the client has been on the streets, in ES or Safe Haven in the past three years] is "Client doesn't know," "Client refused," or missing.	And [Total number of months homeless on the streets, in ES or Safe Haven in the past three years] is "Client doesn't know," "Client refused," or missing.	

Report Section: Q6 Timeliness

Timely data entry is critical to ensuring data accuracy and completeness. This section identifies how quickly project starts and project exits are entered into the HMIS after they occur.

Time for Record Entry	Number of Project Start Records	Number of Project Exit Records
0 Days	Count of records where [Date Created] (5.01) is the same as [Project Start date] (3.10)	Count of records where [Date Created] (5.01) is the same as [Project Exit date] (3.11)
1-3 Days	Count of records where [Date Created] (5.01) is within 1-3 days of [Project Start date] (3.10)	Count of records where [Date Created] (5.01) is within 1-3 days of [Project Exit date] (3.11)
4-6 Days	Count of records where [Date Created] (5.01) is within 4-6 days of [Project Start date] (3.10)	Count of records where [Date Created] (5.01) is within 4-6 days of [Project Exit date] (3.11)
7-10 Days	Count of records where [Date Created] (5.01) is within 7-10 days of [Project Start date] (3.10)	Count of records where [Date Created] (5.01) is within 7-10 days of [Project Exit date] (3.11)
11+ days	Count of records where [Date Created] (5.01) is 11 or more days of [Project Start date] (3.10)	Count of records where [Date Created] (5.01) is 11 or more days of [Project Exit date] (3.11)

Report Section: Q7 Inactive Records: Street Outreach & Emergency Shelter

Data quality includes maintaining accuracy in the number of active records in a system.

For projects where clients often leave or disappear without an exit (street outreach and night-by-night shelters), the records often remain open and hamper the project and community's ability to generate accurate performance measurement.

This section sets a 90-day limit on inactive records and reports how many records within the report range are inactive (i.e. should have been exited but were not) based on contact with the client for outreach or bed nights for shelter.

- Column 2 - # of Records - contains all clients active according to start and exit dates regardless of project type.

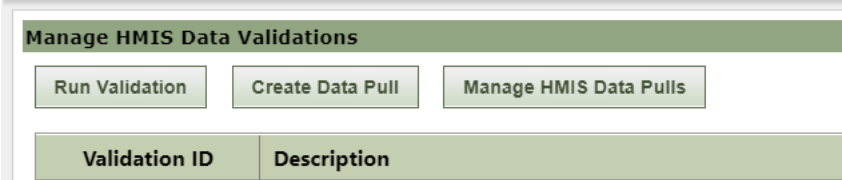
Data Element	# of Records	# of Inactive Records	Percent of Inactive Records
Contact (Adults and HoH in Street Outreach or ES-NBN)	Number of clients where [Project Start date] (3.10) is less than ([report end date] – 90 days) and ([project exit date] (3.11) is null or [Project Exit date] greater than [report end date]).	Number of clients with no [Current Living Situation] (4.12) recorded within 90 days of the [Project Start date] (3.10) or the previous [Current Living Situation], whichever date is greater	# of Inactive Records divided by # of Records
Bed Night (All clients in ES-NBN)		Number of clients where the latest [bed night] (4.14) was more than 90 days prior to the [report end date].	

Manage HMIS Data Validations

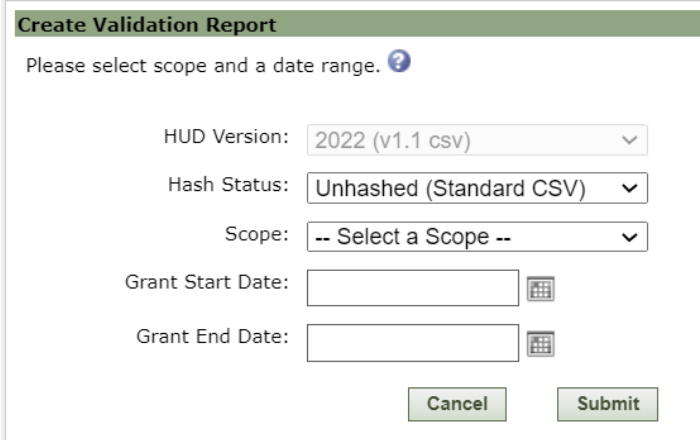
Here you'll find step by step instructions for running HMIS Data Validations.

Try it: Select the "Manage HMIS Data Validations" option under the Reports tab.

A new screen in HMIS will open with 3 buttons on the top of the page. Select the "Run Validation" button.



A new screen will open to Create Validation Report.



The HUD Version is grayed out and corresponds to the most recent HUD HMIS Data Standards. Keep the Hash Status option on default "Unhashed (Standard CSV)" unless otherwise required by your program's funding source.

Using the drop-down menu option, select the Scope of data that you want to pull:

Create Validation Report

Please select scope and a date range. [?](#)

HUD Version:

Hash Status:

Scope:

Grant Start Date:

Grant End Date:

-- Select a Scope --

This Program

This Site

A Program Group

Whole Enterprise

Determining the Scope of the data pull defines the HMIS data to be included in the HMIS Data Validation Report you are generating. Scope options are: “This Program” (the Current program your HMIS user account is accessing in HMIS), “This Site” (all active programs assigned to your Agency), A Program Group (a custom selection of 2 or more programs), or the Whole Enterprise (the entire HMIS system) data from. (**Note:** Access to Scope options is dependent on your HMIS User account’s reporting and access role.)

Enter in the Start and End Dates by filling in the fields or using the calendar icons. Select the “Submit” button.

Your Data Validation will be added to the reports queue. Depending on the size of the date pull it take a few moments for it to complete- be patient.

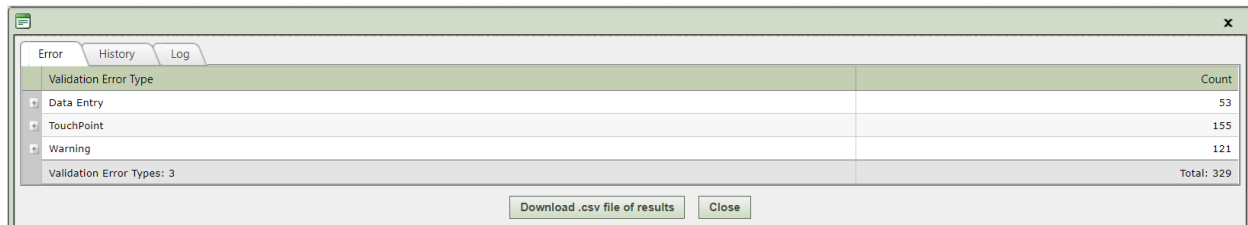
Validation ID	Description	Version	Requested By	Date Completed	Take Action
8888	Homeless Court Program, 7/1/2021 - 12/31/2021 Queued for processing.	2022 (v1.1 csv)	Adam Siegenthaler		Open Delete

Once complete the Status of the Pull will show a green check mark next to the report. This data pull is ready to open. Select the “Open” folder icon.

8888	Homeless Court Program, 7/1/2021 - 12/31/2021	2022 (v1.1 csv)	Adam Siegenthaler		Open Delete
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A new screen will open with a Summary of the Validation Error types: Bed Stays, Data Entry, Project Descriptions, Touchpoints or Warnings. Selecting the plus box icons next to each Error

type will expand that section and give you a closer view of the Client Record that contains the error or warning.



Validation Error Type	Count
Data Entry	53
TouchPoint	155
Warning	121
Validation Error Types: 3	Total: 329

To export the Data Validation, select the “Download .csv file of results” button. This will download a spreadsheet of the Errors that can be opened in Excel or Google Sheets. (**Warning:** This file contains Personally Identifiable Information (PII) about a Program Participant; First, Middle, and Last Names. Be mindful of distributing this information with others via unsecure methods.)

HMIS Data Validations Error List

This section contains lists of potential error reasons that can be presented in a Data Validation divided into five categories of errors. Each error reason listed in has corresponding solution description for addressing the error in HMIS.

Shortcuts to Categories:

[Bed Stays](#)

[Data Entry](#)

[Project Descriptors](#)

[TouchPoints](#)

[Warnings](#)

Bed Stays

Reason	Solution
<p>Bed start date was recorded prior to the program start date in this program.</p>	<p>Participant Program History: Edit client's program start date (via Participant Program History).</p> <p>OR</p> <p>Housing Occupancy (client dashboard): Edit/remove client's bed start date that occurred before the program start date.</p>
<p>Bed end date was recorded after the program end date in this program.</p>	<p>Participant Program History: Edit client's program end date (via Participant Program History).</p> <p>OR</p> <p>Housing Occupancy (client dashboard): Edit/remove client's bed end date that occurred after the program end date.</p>
<p>This client has the following overlapping bed stays:</p> <p>OR</p> <p>This client has more than five overlapping bed stays.</p>	<p>Housing Occupancy (client dashboard): Edit/remove overlapping stays.</p>
<p>This client was checked in and out of a bed on the same day in an Emergency Shelter program.</p>	<p>Housing Occupancy (client dashboard): Edit the client's check-in or check-out date.</p>

Data Entry

Error Description	Solution
The client was enrolled into the same program where the dates overlap.	Participant Program History: Edit and/or remove an enrollment with dates that overlap another enrollment.
Client's Date of Birth is recorded with a future date.	View/Edit Participant: edit client's DOB.
The client is missing a value for First Name.	View/Edit Participant: enter First Name for client.
The client is missing a value for Last Name.	View/Edit Participant: enter Last Name for client.
The client is missing a value for Name Data Quality (HUD).	View/Edit Participant: enter Name Data Quality (HUD) for client.
The client is missing a value for SSN Quality (HUD).	View/Edit Participant: enter SSN Quality (HUD) for client.
The client is missing a value for Social Security Number.	View/Edit Participant: enter Social Security Number for client.
The client is missing a value for Date of Birth Type (HUD).	View/Edit Participant: enter Date of Birth Type (HUD) for client.
The client is missing a value for Date of Birth.	View/Edit Participant: enter Date of Birth for client.
The client is missing a value for Ethnicity (HUD).	View/Edit Participant: enter Ethnicity (HUD) for client.
The client is missing a value for Gender (HUD).	View/Edit Participant: enter Gender (HUD) for client.
The client has a gender of "Other" and the text field for Other Gender is missing a value.	View/Edit Participant: enter value in Other Gender (HUD) for client.
The client is missing a value for Veteran Status (HUD).	View/Edit Participant: enter Veteran Status (HUD) for client.
The client is missing a value for Race (HUD).	View/Edit Participant: enter Race (HUD) for client.

Error Description	Solution
<p>"Client Doesn't Know", "Client Refused", or "Data Not Collected" is selected with one or more values for Race (HUD).</p>	<p>View/Edit Participant: remove either "Client Doesn't Know", "Client Refused", or "Data Not Collected" selection from Race (HUD), if the client also has another value selected.</p>
<p>The client's age is less than 18 and has a Veteran Status of "Yes".</p>	<p>View/Edit Participant: edit Veteran Status (HUD) for client.</p>
<p>The client's SSN Quality (HUD) is "Full SSN Reported" and SSN is missing a value.</p>	<p>View/Edit Participant: enter Social Security Number for client.</p>
<p>The client was enrolled and dismissed on the same day in an Emergency Shelter program. Emergency Shelter clients should not be entered into the project if they leave on the same day. Please correct or remove this record.</p>	<p>Participant Program History: edit the client's program start and/or end date.</p>
<p>The client has completed HUD Assessment (Entry/Update/Annual/Exit) TouchPoint at project exit, but has not been dismissed from the project.</p>	<p>Dismiss Participants: dismiss client from the program.</p> <p>OR</p> <p>View Participant TouchPoints: delete or edit the client's HUD exit assessment, if they should not be exited from the program.</p>

Project Descriptors

Error Description	Solution
The Project Descriptor Data Elements TouchPoint is not filled out for this program.	View General TouchPoints: Making sure you're in the correct program, take a new Project Descriptor Data Elements general TouchPoint. If you do not have access to this TouchPoint, please contact your HMIS administrator.
The Federal Partner Programs and Components question in the Project Descriptor Data Elements TouchPoint is missing a value.	View General TouchPoints: edit the Project Descriptor Data Elements TouchPoint and make at least one selection under Federal Partner Programs and Components.
The HUD-assigned CoC Codes question in the Project Descriptor Data Elements TouchPoint is missing a value.	View General TouchPoints: edit the Project Descriptor Data Elements TouchPoint and enter the Continuum Code in the correct format (e.g., CA-504).
The Project Type question in the Project Descriptor Data Elements TouchPoint is missing a value.	View General TouchPoints: edit the Project Descriptor Data Elements TouchPoint and select a Project Type.
Project Type in the Project Descriptor Data Elements TouchPoint is equal to Emergency Shelter, but Emergency Shelter Tracking Method is not filled out.	View General TouchPoints: edit the Project Descriptor Data Elements TouchPoint and select an Emergency Shelter Tracking Method.
The Continuum Of Care Code must be a valid HUD Continuum Of Care Code.	View General TouchPoints: edit the Project Descriptor Data Elements TouchPoint and confirm that the Continuum Code is correct for the project's location, and in the correct format (e.g., CA-504).

Touchpoints

Error Description	Solution
<p>Client is missing one or more corresponding HUD annual Assessment TouchPoint(s).</p>	<p>Take a HUD Assessment (A-1. At what point is this data being collected? = Project Annual Assessment) for the client dated within 30 days before or after the anniversary of their program start date. You may want to check if the client has annual assessments dated outside of that date range and fix the date taken.</p> <p>(Note: If you run a report with an end date in the future, the Data Validation Report will show you clients who <i>will</i> be missing annual assessments as of that end date.)</p>
<p>Client does not have a corresponding HUD Exit Assessment TouchPoint recorded at project exit or the date recorded does not match the project exit date.</p>	<p>Take a HUD Assessment (A.1. At what point is this data being collected? = Project Exit) for client (dated the same date as program end date).</p> <p>OR</p> <p>Check date on client's exit HUD Assessment, ensure it is the same as client's program end date.</p>
<p>Client does not have a corresponding HUD Intake Assessment TouchPoint recorded at project entry or the date recorded does not match the project entry date.</p>	<p>Take a HUD Assessment (A.1. At what point is this data being collected? = Project Entry) for client (dated the same date as program start date).</p> <p>OR</p> <p>Check date on client's entry HUD Assessment, ensure it is the same as client's program start date.</p>
<p>The client has multiple HUD Entry Assessment TouchPoints recorded during the project enrollment.</p>	<p>Delete extra entry HUD Assessment(s) taken for client.</p>

Error Description	Solution
The client has multiple HUD Exit Assessment TouchPoints recorded during the project enrollment.	Delete extra exit HUD Assessment(s) taken for client.
The client is missing a value for "At what point is this data being collected?" in the HUD Assessment TouchPoint.	Edit client's HUD Assessment and answer question A-1 (At what point is this data being collected?).
The client's TouchPoint was saved as a draft. Data from this TouchPoint will not be pulled into the HMIS Export.	Edit the client's TouchPoint, make any necessary changes, and select Save.
The HUD-assigned CoC code for the client's location is missing a value in the HUD Assessment (Entry/Update/Annual/Exit) TouchPoint at project entry.	Edit the client's entry HUD Assessment and answer question A-6 (HUD-assigned CoC code for the client's location).
The Client Location Code needs to match one of the CoC Codes listed in the Project Descriptors.	Edit the client's entry HUD Assessment and answer question A-6 (HUD-assigned CoC code for the client's location). The response to this question must match one of the codes shown under A-5 (Continuum Code) and be in the correct format (e.g., CA-504).
The question "HUD-assigned CoC code for the client's location" in the HUD Assessment (Entry/Update/Annual/Exit) at entry for this client is not a valid CoC Code. Please choose one of the CoC codes listed in "Continuum Code - HUD-assigned CoC Codes for this Project's Location". If your code matches one of the choices, please contact your ETO administrator.	Edit the client's entry HUD Assessment and answer question A-6 (HUD-assigned CoC code for the client's location). The response to this question must match one of the codes shown under A-5 (Continuum Code) and be in the correct format (e.g., CA-504).
The client is missing a value for Relationship to Head Household. In the HUD Assessment (Entry/Update/Annual/Exit) TouchPoint.	Edit the client's HUD Assessment and answer question A-4 (What is the client's relationship to the head of household?).
The client's Residence Prior to Entry is missing a value in the HUD Assessment (Entry/Update/Annual/Exit) TouchPoint at entry project entry.	Edit the client's entry HUD Assessment and answer question A-7 ₁ (What was the client's residence prior to project entry?).

Error Description	Solution
The client's Length of Stay in Previous Place is missing a value in the HUD Assessment (Entry/Update/Annual/Exit) TouchPoint at project entry.	Edit the client's entry HUD Assessment and answer question A-73 (Length of Stay in Previous Place).
The client is missing a value for the question "Regardless of where they stayed last night -- <u>Number of times the client has been</u> on the streets, in an Emergency Shelter, or a Safe Haven in the past three years including today?" in the HUD Assessment (Entry/Update/Annual/Exit) TouchPoint at project entry.	Edit the client's entry HUD Assessment and answer question A-82 (How many times the client has been homeless in the past three years?).
The client's Number of times Homeless is set to 4 or more time and their Total Number of Months Homeless in the Past Three Years is missing a value in the HUD Assessment (Entry/Update/Annual/Exit) TouchPoint at project entry.	Edit the client's entry HUD Assessment and answer question A-84 (The number of months the client has been homeless in the past three years).
The client's total number of months continuously homeless immediately prior to project entry is missing a value in the HUD Assessment (Entry/Update/Annual/Exit) TouchPoint at project entry.	Edit the client's entry HUD Assessment and answer question A-84 (Total number of months continuously homeless immediately prior to project entry).
The client's Destination is missing a value in the HUD Assessment (Entry/Update/Annual/Exit) TouchPoint at project exit.	Edit the client's exit HUD Assessment and answer question A-278 (Where did the client go upon exit?).
The client's Destination is set to "Other", but the where the client went is missing a value in the HUD Assessment (Entry/Update/Annual/Exit) TouchPoint at project exit.	Edit the client's exit HUD Assessment and answer question A-279 (Please specify where the client went upon exit).
The client's Disabling Condition is missing a value in the HUD Assessment (Entry/Update/Annual/Exit) TouchPoint at project entry.	Edit the client's entry HUD Assessment and answer question A-261 (Does the client currently have a disabling condition?).
	(Continued on next page)

Error Description	Solution
The client is currently receiving income, but no Income Source was selected in the HUD Assessment (Entry/Update/Annual/Exit) TouchPoint.	<p>Edit the client's HUD Assessment and either answer Yes or No for an income source (questions A-172 through A-200).</p> <p>OR</p> <p>Remove the Yes response from question A-171 (Is the client currently receiving income from any source?).</p>
The client is currently receiving income, but the Total Monthly Income is NULL or equal to \$0.00 in the HUD Assessment (Entry/Update/Annual/Exit) TouchPoint.	<p>Edit the client's HUD Assessment and enter the monthly income amount(s) for each income source selected (questions A-172 through A-200).</p> <p>OR</p> <p>Remove the Yes response from question A-171 (Is the client currently receiving income from any source?).</p>
The client is listed as having earned income, but the Earned Income monthly amount is missing a value in the HUD Assessment (Entry/Update/Annual/Exit) TouchPoint.	Edit the client's HUD Assessment and answer question A-173 (Earned Income Monthly Amount).
The client is listed as having unemployment insurance, but the unemployment insurance monthly amount is missing a value in the HUD Assessment (Entry/Update/Annual/Exit) TouchPoint.	Edit the client's HUD Assessment and answer question A-175 (Unemployment Insurance Monthly Amount).
The client is listed as having Supplemental Security income, but the Supplemental Security income monthly amount is missing a value in the HUD Assessment (Entry/Update/Annual/Exit) TouchPoint.	Edit the client's HUD Assessment and answer question A-177 (Supplemental Security Income (SSI) Monthly Amount).
The client is listed as having Social Security Disability income, but the Social Security Disability income monthly amount is missing a value in the HUD Assessment (Entry/Update/Annual/Exit) TouchPoint.	Edit the client's HUD Assessment and answer question A-179 (Social Security Disability Income (SSDI) Monthly Amount).

Error Description	Solution
The client is listed as having VA Service-Connected Disability Compensation, but the VA Service-Connected Disability Compensation monthly amount is missing a value.	Edit the client's HUD Assessment and answer question A-181 (VA Service-Connected Disability Compensation Monthly Amount).
The client is listed as having VA Non-Service-Connected Disability Pension, but the VA Non-Service-Connected Disability Pension monthly amount is missing a value in the HUD Assessment (Entry/Update/Annual/Exit) TouchPoint.	Edit the client's HUD Assessment and answer question A-183 (VA Non-Service-Connected Disability Pension Monthly Amount).
The client is listed as having Private Disability Insurance, but the Private Disability Insurance monthly amount is missing a value in the HUD Assessment (Entry/Update/Annual/Exit) TouchPoint.	Edit the client's HUD Assessment and answer question A-185 (Private Disability Insurance Monthly Amount).
The client is listed as having Workers Compensation, but the Workers Compensation monthly amount is missing a value in the HUD Assessment (Entry/Update/Annual/Exit) TouchPoint.	Edit the client's HUD Assessment and answer question A-187 (Worker's Compensation Monthly Amount).
The client is listed as having TANF, but the TANF monthly amount is missing a value in the HUD Assessment (Entry/Update/Annual/Exit) TouchPoint.	Edit the client's HUD Assessment and answer question A-189 (Temporary Assistance Needy Families Monthly Amount).
The client is listed as having General Assistance, but the General Assistance monthly amount is missing a value in the HUD Assessment (Entry/Update/Annual/Exit) TouchPoint.	Edit the client's HUD Assessment and answer question A-191 (General Assistance (GA) Monthly Amount).
The client is listed as having Retirement Income Social Security, but the Retirement Income Social Security monthly amount is missing a value in the HUD Assessment (Entry/Update/Annual/Exit) TouchPoint.	Edit the client's HUD Assessment and answer question A-193 (Retirement Income from Social Security Monthly Amount).
The client is listed as having Pension Retirement Income from a former job, but the Pension Retirement Income Former Job monthly amount is missing a value in the HUD Assessment (Entry/Update/Annual/Exit) TouchPoint.	Edit the client's HUD Assessment and answer question A-195 (Monthly Pension or Retirement Income Amount).

Error Description	Solution
The client is listed as having Child Support, but the Child Support monthly amount is missing a value in the HUD Assessment (Entry/Update/Annual/Exit) TouchPoint.	Edit the client's HUD Assessment and answer question A-197 (Child Support Monthly Amount).
The client is listed as having Alimony Spousal Support, but the Alimony Spousal Support monthly amount is missing a value in the HUD Assessment (Entry/Update/Annual/Exit) TouchPoint.	Edit the client's HUD Assessment and answer question A-199 (Alimony or Spousal Support Monthly Amount).
The client is listed as having income from an Other Source, but the Other Source monthly amount is missing a value in the HUD Assessment (Entry/Update/Annual/Exit) TouchPoint.	Edit the client's HUD Assessment and answer question A-202 (Other Source Monthly Amount).
The client is currently receiving Non-Cash Benefits, but no Non-Cash Benefits sources were selected in the HUD Assessment (Entry/Update/Annual/Exit) TouchPoint.	<p>Edit the client's HUD Assessment and either answer Yes for a non-cash benefit source (questions A-206 through A-213).</p> <p>OR</p> <p>Remove the Yes response from question A-205 (Is the client currently receiving non-cash benefits from any source?).</p>
The client is missing a value for Physical Disability in the HUD Assessment (Entry/Update/Annual/Exit) TouchPoint.	Edit the client's HUD Assessment and answer question A-236 (Does the client currently have a physical disability?).
The client is missing a value for Developmental Disability in the HUD Assessment (Entry/Update/Annual/Exit) TouchPoint.	Edit the client's HUD Assessment and answer question A-240 (Does the client currently have a developmental disability?).
The client is missing a value for Chronic Health Condition in the HUD Assessment (Entry/Update/Annual/Exit) TouchPoint.	Edit the client's HUD Assessment and answer question A-243 (Does the client currently have a chronic health condition?).
The client is missing a value for HIV/AIDS in the HUD Assessment (Entry/Update/Annual/Exit) TouchPoint.	Edit the client's HUD Assessment and answer question A-247 (Does the client currently have HIV / AIDS?).

Error Description	Solution
The client is missing a value for Mental Health Disorder in the HUD Assessment (Entry/Update/Annual/Exit) TouchPoint.	Edit the client's HUD Assessment and answer question A-250 (Does the client currently have mental health disorder?).
The client is missing a value for Substance Use Disorder in the HUD Assessment (Entry/Update/Annual/Exit) TouchPoint.	Edit the client's HUD Assessment and answer question A-256 (Does the client have a substance use disorder?).
The client is missing a value for Domestic Violence Victim/Survivor in the HUD Assessment (Entry/Update/Annual/Exit) TouchPoint.	Edit the client's HUD Assessment and answer question A-262 (Is the client a victim/survivor of domestic violence?).
The Veteran Information (SSVF) TouchPoint is required for clients who have a Veteran Status = "Yes" and are enrolled in a Supportive Services for Veteran Families funded project.	Take a new Veteran Information (SSVF) TouchPoint for the client.

Warnings

Error Description	Solution
<p>This client became an adult during the reporting period. As per HUD, all questions and demographics must be updated for an adult.</p>	<p>Update demographics and HUD Assessments recorded for client during the reporting period. In the HUD Assessment, elements required for adults will appear once the client has turned 18.</p>
<p>The Demographic "Name Data Quality (HUD)" has a value of "Client doesn't know", "Client refused", or "Data not collected". This response may be treated as missing data for reporting purposes as per HUD's guidelines.</p>	<p>View/Edit Participant: update the demographic if information is available.</p>
<p>The Demographic "SSN Quality (HUD)" has a value of "Client doesn't know", "Client refused", or "Data not collected". This response may be treated as missing data for reporting purposes as per HUD's guidelines.</p>	<p>View/Edit Participant: update the demographic if information is available.</p>
<p>The Demographic "Date of Birth Type (HUD)" has a value of "Client doesn't know", "Client refused", or "Data not collected". This response may be treated as missing data for reporting purposes as per HUD's guidelines.</p>	<p>View/Edit Participant: update the demographic if information is available.</p>
<p>The Demographic "Ethnicity (HUD)" has a value of "Client doesn't know", "Client refused", or "Data not collected". This response may be treated as missing data for reporting purposes as per HUD's guidelines.</p>	<p>View/Edit Participant: update the demographic if information is available.</p>
<p>The Demographic "Gender (HUD)" has a value of "Client doesn't know", "Client refused", or "Data not collected". This response may be treated as missing data for reporting purposes as per HUD's guidelines.</p>	<p>View/Edit Participant: update the demographic if information is available.</p>
<p>The Demographic "Veteran Status (HUD)" has a value of "Client doesn't know", "Client refused", or "Data not collected". This response may be treated as missing data for reporting purposes as per HUD's guidelines.</p>	<p>View/Edit Participant: update the demographic if information is available.</p>
<p>The Demographic "Race (HUD)" has a value of "Client doesn't know", "Client refused", or "Data not collected". This response may be treated as missing data for reporting purposes as per HUD's guidelines.</p>	<p>View/Edit Participant: update the demographic if information is available.</p>

Error Description	Solution
<p>In the HUD Assessment (Entry/Update/Annual/Exit) at entry, the question "Does the client currently have a disabling condition?" has a value of "Client doesn't know", "Client refused", or "Data not collected". This response may be treated as missing data for reporting purposes as per HUD's guidelines.</p>	<p>Edit the client's HUD Assessment and answer question A-261 (Does the client currently have a disabling condition?) if information is available.</p>
<p>In the HUD Assessment (Entry/Update/Annual/Exit) at entry, the question "What was the client's residence prior to project entry?" has a value of "Client doesn't know", "Client refused", or "Data not collected". This response may be treated as missing data for reporting purposes as per HUD's guidelines.</p>	<p>Edit the client's HUD Assessment and answer question A-71 (What was the client's residence prior to project entry?) if information is available.</p>
<p>In the HUD Assessment (Entry/Update/Annual/Exit) at exit, the question "Where did the client go upon exit?" has a value of "Client doesn't know", "Client refused", or "Data not collected". This response may be treated as missing data for reporting purposes as per HUD's guidelines.</p>	<p>Edit the client's HUD Assessment and answer question A-278 (Where did the client go upon exit?) if information is available.</p>
<p>In the HUD Assessment (Entry/Update/Annual/Exit) at entry, the question "How many times the client has been homeless in the past three years?" has a value of "Client doesn't know", "Client refused", or "Data not collected". This response may be treated as missing data for reporting purposes as per HUD's guidelines.</p>	<p>Edit the client's HUD Assessment and answer question A-82 (How many times the client has been homeless in the past three years?) if information is available.</p>
<p>In the HUD Assessment (Entry/Update/Annual/Exit) at entry, the question "The number of months the client has been homeless in the past three years" has a value of "Client doesn't know", "Client refused", or "Data not collected". This response may be treated as missing data for reporting purposes as per HUD's guidelines.</p>	<p>Edit the client's HUD Assessment and answer question A-84 if information is available.</p>