

HMIS Data Collection Template – Street Outreach Supplemental Form

This form will allow Street Outreach projects to track required HMIS Date of Contact and Date of Engagement data elements. Track all contacts for the head of household and each additional adult in the household. A separate form should be included for each adult member of the household. Use additional forms as needed.

CLIENT NAME

CLIENT HMIS ID

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CONTACT AND ENGAGEMENT TRACKING

Date of Contact	Current Living Situation (select number from list below)	← If Current Living situation is an Institutional, Transitional, Or Housing Situation (9+ below), Then Complete Below (N = No; Y = Yes; DK = Client Doesn't Know; CR = Client Refused; DNC = Not Collected)				Is this the Client's Date of Engagement? ¹ (select only once)	Is this the Client's Exit Date? ² (select only once)
		Is client going to have to leave their current living situation within 14 days?	If YES, answer the questions below				
			Has a subsequent residence been identified?	Does individual or family have resources or support networks to obtain other permanent housing?	Has the client had a lease or ownership interest in a permanent housing unit in the last 60 days?		
(Project Start)						<input type="checkbox"/>	<input type="checkbox"/>
						<input type="checkbox"/>	<input type="checkbox"/>
						<input type="checkbox"/>	<input type="checkbox"/>
						<input type="checkbox"/>	<input type="checkbox"/>
						<input type="checkbox"/>	<input type="checkbox"/>
						<input type="checkbox"/>	<input type="checkbox"/>
						<input type="checkbox"/>	<input type="checkbox"/>
						<input type="checkbox"/>	<input type="checkbox"/>
						<input type="checkbox"/>	<input type="checkbox"/>
						<input type="checkbox"/>	<input type="checkbox"/>
						<input type="checkbox"/>	<input type="checkbox"/>

¹ Date of Engagement is the date on which an interactive client relationship results in a deliberate client assessment or beginning of a case plan. It may be **on or after the project start date** and prior to project exit. Review [HMIS Data Collection Template for Project Start](#), enter any missing information, and update the HMIS record. Only records for clients who are engaged are relevant for data quality reporting. If the client exits without becoming engaged in the project, the engagement date should be left blank.

² See HMIS [Data Collection Template for Project EXIT – CoC Program](#) for data collection requirements at project exit. Your system may automatically exit a client or you may be required to create an exit for a client with an open record for a community-defined extensive length of time. The actual exit date should be based on the last date of contact.

Enter the number for the appropriate “Current Living Situation” in the table above

Homeless Situations			
1	Place not meant for habitation (e.g., a vehicle, an abandoned building, bus/train/subway station/airport or anywhere outside)	2	Emergency shelter, including hotel or motel paid for with emergency shelter voucher, Host Home shelter
		3	Safe Haven
Institutional Situations			
9	Foster care home or foster care group home	12	Long-term care facility or nursing home
10	Hospital or other residential non-psychiatric medical facility	13	Psychiatric hospital or other psychiatric facility
11	Jail, prison, or juvenile detention facility	14	Substance abuse treatment facility or detox center
Temporary Housing Situations			
15	Transitional housing for homeless persons (including homeless youth)	21	Staying or living with friends, temporary tenure (e.g., room, apartment, or house)
16	Residential project or halfway house with no homeless criteria	22	Moved from one HOPWA funded project to HOPWA TH
17	Hotel or motel paid for without emergency shelter voucher	23	Staying or living in a friend’s room, apartment, or house
18	Host Home (non-crisis)	24	Staying or living in a family member’s room, apartment, or house
19	Staying or living with family, temporary tenure (e.g., room, apartment, or house)		
Permanent Housing Situations			
25	Staying or living with family, permanent tenure	29	Rental by client, with ongoing housing subsidy: <ul style="list-style-type: none"> <input type="checkbox"/> GPD TIP housing subsidy <input type="checkbox"/> VASH housing subsidy <input type="checkbox"/> RRH or equivalent subsidy <input type="checkbox"/> HCV voucher (tenant or project based) (not dedicated) <input type="checkbox"/> Public housing unit <input type="checkbox"/> Rental by client, with other ongoing housing subsidy <input type="checkbox"/> Housing Stability Voucher <input type="checkbox"/> Family Unification Program Voucher (FUP) <input type="checkbox"/> Foster Youth to Independence Initiative (FYI) <input type="checkbox"/> Permanent Supportive Housing <input type="checkbox"/> Other permanent housing dedicated for formerly homeless persons

26	Staying or living with friends, permanent tenure	30	Owned by client, with ongoing housing subsidy
27	Moved from one HOPWA funded project to HOPWA PH	31	Owned by client, no ongoing housing subsidy
28	Rental by client, no ongoing housing subsidy		
Other			
32	No exit interview completed	36	Client doesn't know
33	Other	37	Client prefers not to answer
34	Deceased	38	Data not collected
35	Worker unable to determine		

If "Other", Specify

Location details

Living situation verified by (CE Projects Only)

Street Outreach: Use Exact Format For Latitude and Longitude

Use Google Maps to find the latitude and longitude

Latitude: 33.xxxxx (Use Exact Format to 5 Decimals)	
Longitude: -11x.xxxxx (Use Exact Format to 5 Decimals)	
Cross Streets (No commas in this field)	

If Current Living Situation falls under "Institutional Situations" or "Temporary and Permanent Housing Situations" complete below

Is client going to have to leave their current living situation within 14 days?

<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/> Client doesn't know	<input type="checkbox"/> Client prefers not to answer

<input type="checkbox"/>	Data not collected	<input type="checkbox"/>	
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If YES, complete below

Has a subsequent residence been identified?

<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
<input type="checkbox"/>	Client doesn't know	<input type="checkbox"/>	Client prefers not to answer
<input type="checkbox"/>	Data not collected	<input type="checkbox"/>	

Does individual or family have resources or support networks to obtain other permanent housing?

<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
<input type="checkbox"/>	Client doesn't know	<input type="checkbox"/>	Client prefers not to answer
<input type="checkbox"/>	Data not collected	<input type="checkbox"/>	

Has the client had a lease or ownership interest in a permanent housing unit in the last 60 days?

<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
<input type="checkbox"/>	Client doesn't know	<input type="checkbox"/>	Client prefers not to answer
<input type="checkbox"/>	Data not collected	<input type="checkbox"/>	

Has the client moved 2 or more times in the last 60 days?

<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
<input type="checkbox"/>	Client doesn't know	<input type="checkbox"/>	Client prefers not to answer
<input type="checkbox"/>	Data not collected		