

Maricopa County Local HMIS DATA DICTIONARY

Maricopa Regional Continuum of Care

January 2026

See the latest HMIS Data Dictionary published by HUD for federally established data definitions.
<https://www.hudexchange.info/resource/3824/hmis-data-dictionary/>

Contents

| | |
|--|----|
| Local Universal Data Elements | 4 |
| 1.1. Homelessness Primary Reason | 4 |
| 1.2. Zip Code of Last Permanent Address..... | 5 |
| 1.3. Location of Prior Residence | 5 |
| 1.4. If covered by AHCCCS enter ID#: | 6 |
| 1.5. Location of Housing Move-In..... | 6 |
| 1.6. Eviction | 7 |
| SACE Entry Point Data Elements | 8 |
| 2.1. AHCCCS Health Care Provider..... | 8 |
| 2.2. Verification of Health Insurance | 9 |
| 2.3. Is the client seeking shelter?..... | 10 |
| 2.4. If unable to complete VI-SPDAT, why not?..... | 10 |
| 2.5. Interview Date..... | 11 |
| 2.6. Interviewer Name | 11 |
| 2.7. Interviewer Agency | 11 |
| 2.8. What city was the assessment completed in? | 13 |
| 2.9. Are you interested in Shared Housing? | 13 |
| 2.10. Identification | 14 |
| 2.11. Housing Documentation | 14 |
| 2.12. Action Step..... | 15 |
| 2.13. Veteran Type..... | 15 |
| 2.14. Client Obstacles | 16 |
| 2.15. Case Conferencing Notes | 16 |
| 2.16. AZ Client Notes Sub-Assessment..... | 16 |
| Family Housing Hub (FHH) CE Entry Point Data Elements..... | 18 |
| 3.1. Identification..... | 18 |
| 3.2. Undocumented..... | 19 |
| 3.3. Guardianship Needed..... | 19 |
| 3.4. Registered sex offender (any household members) | 19 |
| 3.5. Interview Date | 20 |
| 3.6. Intake Site | 20 |
| 3.7. Monthly Income | 21 |
| 3.8. Section 8 or Other Housing Voucher | 21 |
| 3.9. Mental Illness..... | 21 |
| 3.10. SMI Determination | 22 |
| 3.11. Adult Physical or Mental Impairment..... | 22 |
| 3.13. Violent Felony..... | 22 |
| 3.14. Can't Climb Stairs..... | 23 |
| 3.15. Accommodations | 23 |
| 3.16. Service Animal or Pet..... | 23 |

| | |
|---|----|
| 3.17. Medical Marijuana Card | 24 |
| 3.18. Are you interested in Shared Housing? | 24 |
| 3.19. Cities | 25 |
| 3.19. Shelter History | 26 |
| 3.20. FSPDAT | 26 |
| 3.21. Housing Match | 27 |
| 3.22. Does Not Qualify (DNQ) | 27 |
| 3.23. SSVF Rapid Resolution Pilot | 29 |
| Common Coordinated Entry Data Elements | 29 |
| 4.1. SSVF Rapid Resolution Pilot | 29 |
| 4.2. Offer of Housing Intervention | 30 |
| 4.3 Coordinated Entry Outgoing Referral | 30 |
| 4.4 Housing Provider Referral Response | 32 |
| 4.5 Service Provided | 32 |
| 4.6 Street Outreach Location | 33 |
| 4.7 City of first contact | 34 |
| 4.8 Client Contact | 35 |
| 4.9 VI-SPDAT | 35 |
| 4.10 TAY-VI-SPDAT | 36 |
| 4.11 VI-F-SPDAT | 36 |
| Local Data Element Mapping | 36 |
| D.1 Race and Ethnicity – Dashboard – General | 36 |
| D.2 Race and Ethnicity – Dashboard – Race Census Mapping | 37 |
| D.3 Race and Ethnicity – Dashboard – Ethnicity Census Mapping | 38 |
| D.4 Gender – Dashboard – General | 38 |

Local Universal Data Elements

1.1. Homelessness Primary Reason

| Header | Instruction |
|-----------------------------|---|
| Element Name | Homelessness Primary Reason |
| Field 1 & Response | Homelessness Primary Reason (Lookup) |
| | 1 Aged Out of Foster Care |
| | 2 Client NOT Homeless |
| | 3 Client Refused |
| | 4 COVID-19/Coronavirus |
| | 5 Exploitation/Human Trafficking |
| | 6 Family Dispute/Overcrowding/Kicked-Out |
| | 7 Loss of Employment |
| | 8 Loss of Non-Employment Income or No Financial Resources |
| | 9 Medical Problems |
| | 10 Mental Health Concerns |
| | 11 Moved to Seek Work |
| | 12 Natural Disaster/Fire |
| | 13 New to Area |
| | 14 Other |
| | 15 Release from Jail/Prison/Juvenile Hall |
| | 16 Substance Use/Alcohol Dependency Concerns |
| | 17 Transient/Choice |
| | 18 Unable to Find Affordable Housing |
| | 19 Unsafe Living Environment – Not Violence Related |
| | 20 Unsafe Living Environment – Violence/Domestic Abuse |
| Project Type Applicability | All Project Types |
| Data Collected About | All Adults and Heads of households |
| Workflow/Assessment | UDE Assessment |
| Collection Point | Entry |
| Relationship to Enrollment | One Reason per enrollment |
| Relationship to Client | One or more Reason per client |
| Owner for Changes | Data Sub-Committee |
| System Logic & Other Issues | Record the primary reason for the current episode of homelessness. This picklist is was updated in January 2021. The previous picklist values were as follows: Aged Out of Foster Care, Client doesn't know, Client NOT Homeless, Client Refused, Criminal Activity, Domestic Violence, Economic, Evicted, Family Dispute/Overcrowding, Lacking Financial Resources, Loss of Job, Loss of Job (Unemployment), Medical Condition, Medical Condition-Family or Personal, Mental Health, Moved to Seek Work, Natural Disaster/Fire, Other, Physical or Mental Disabilities, Release from Jail or Prison, Relocated, Substance Abuse, Trafficking/Exploitation |

1.2. Zip Code of Last Permanent Address

| Header | Instruction | | | | | | | | | | | | |
|-----------------------------|---|------------------|------------------|-----------------|------------------|--------------|----------------|-----------------|--------------------|------------------|---------------|------------------|--|
| Element Name | Zip Code of Last Permanent Address | | | | | | | | | | | | |
| Field 1 & Response | Zip Code of Last Permanent Address | | | | | | | | | | | | |
| Project Type Applicability | All Project Types | | | | | | | | | | | | |
| Data Collected About | All Clients | | | | | | | | | | | | |
| Workflow/Assessment | UDE Assessment | | | | | | | | | | | | |
| Collection Point | Entry | | | | | | | | | | | | |
| Relationship to Enrollment | One Zip Code of Last Permanent Address per enrollment | | | | | | | | | | | | |
| Relationship to Client | One or more Zip Code of Last Permanent Address per client | | | | | | | | | | | | |
| Owner for Changes | Data Sub-Committee | | | | | | | | | | | | |
| System Logic & Other Issues | <p>The five-digit zip code where the client last lived for 90 days or more. Use the following default zip codes for clients who know the city but not the zip code of their last permanent address:</p> <table border="0"> <tr> <td>Avondale (85323)</td> <td>Chandler (85224)</td> </tr> <tr> <td>Gilbert (85233)</td> <td>Glendale (85309)</td> </tr> <tr> <td>Mesa (85201)</td> <td>Peoria (85345)</td> </tr> <tr> <td>Phoenix (85004)</td> <td>Scottsdale (85250)</td> </tr> <tr> <td>Surprise (85374)</td> <td>Tempe (85280)</td> </tr> <tr> <td>Tolleson (85353)</td> <td></td> </tr> </table> <p>(80000) has been recommended for outside of Arizona or outside of US.</p> | Avondale (85323) | Chandler (85224) | Gilbert (85233) | Glendale (85309) | Mesa (85201) | Peoria (85345) | Phoenix (85004) | Scottsdale (85250) | Surprise (85374) | Tempe (85280) | Tolleson (85353) | |
| Avondale (85323) | Chandler (85224) | | | | | | | | | | | | |
| Gilbert (85233) | Glendale (85309) | | | | | | | | | | | | |
| Mesa (85201) | Peoria (85345) | | | | | | | | | | | | |
| Phoenix (85004) | Scottsdale (85250) | | | | | | | | | | | | |
| Surprise (85374) | Tempe (85280) | | | | | | | | | | | | |
| Tolleson (85353) | | | | | | | | | | | | | |

1.3. Location of Prior Residence

| Header | Instruction |
|--------------------|---|
| Element Name | Location of Prior Residence |
| Field 1 & Response | Maricopa Cities - Location Prior/Housing (Lookup) |
| | 1 Avondale |
| | 2 Buckeye |
| | 3 Chandler |
| | 4 Gilbert |
| | 5 Glendale |
| | 6 Goodyear |
| | 7 Mesa |
| | 8 Peoria |
| | 9 Phoenix |
| | 10 Scottsdale |
| | 11 Surprise |
| | 12 Tempe |
| | 13 Tolleson |
| | 14 Other city in Maricopa County |
| | 15 Outside Maricopa County but inside Arizona |
| | 16 Outside Arizona |

| | | |
|-----------------------------|----|--|
| | 97 | Client Doesn't Know |
| | 98 | Client Refused |
| | 99 | Data Not Collected |
| Project Type Applicability | | All Project Types |
| Data Collected About | | All Adults and Heads of households |
| Workflow/Assessment | | UDE Assessment |
| Collection Point | | Entry |
| Relationship to Enrollment | | One Location of Prior Residence per enrollment |
| Relationship to Client | | One or more Location of Prior Residence per client |
| Owner for Changes | | Data Sub-Committee |
| System Logic & Other Issues | | This is a sub-question of the question "Prior Living Situation". For the client's prior residence, which Maricopa city (or outside region) was this located in? |

1.4. If covered by AHCCCS enter ID#:

| Header | Instruction |
|-----------------------------|--|
| Element Name | If covered by AHCCCS enter ID#: |
| Field 1 & Response | If covered by AHCCCS enter ID# (Text box) |
| Project Type Applicability | All Project Types |
| Data Collected About | All Clients |
| Workflow/Assessment | UDE Assessment |
| Collection Point | Entry |
| Relationship to Enrollment | N/A |
| Relationship to Client | One AHCCCS ID per client |
| Owner for Changes | Data Sub-Committee |
| System Logic & Other Issues | Data element highly encouraged but not required. |

1.5. Location of Housing Move-In

| Header | Instruction |
|--------------------|---|
| Element Name | Location of Housing Move-In |
| Field 1 & Response | Maricopa Cities - Location Prior/Housing (Lookup) |
| | 1 Avondale |
| | 2 Buckeye |
| | 3 Chandler |
| | 4 Gilbert |
| | 5 Glendale |
| | 6 Goodyear |
| | 7 Mesa |
| | 8 Peoria |
| | 9 Phoenix |
| | 10 Scottsdale |

| | |
|--|---|
| 11 | Surprise |
| 12 | Tempe |
| 13 | Tolleson |
| 14 | Tonopah |
| 15 | Other city in Maricopa County |
| 16 | Outside Maricopa County but inside Arizona |
| 17 | Outside Arizona |
| 97 | Client Doesn't Know |
| 98 | Client Refused |
| 99 | Data Not Collected |
| Project Type Applicability | Permanent Housing (PSH, OPH, and RRH) Projects |
| Data Collected About | All Adults and Heads of households |
| Workflow/Assessment | UDE Assessment |
| Collection Point | Occurrence |
| Relationship to Enrollment | One Location of Housing Move-In per enrollment |
| Relationship to Client | One or more Location of Housing Move-In per client |
| Owner for Changes | Data Sub-Committee |
| System Logic & Other Issues | <p>The HMIS team may add values to this picklist without prior approval, but must advise the Data Sub-Committee when changes happen.</p> <p>This is a sub-question under the "Housing Move-in Date" question and date-field. Select the Maricopa city (or outside region) the client moved into when entering a "Housing Move-In Date". This applies to PSH, OPH, and RRH projects only.</p> <p>Refer to the HUD HMIS Data Standards and HUD HMIS Data Dictionary for more information on the "Housing Move-In Date" field.</p> |

1.6. Eviction

| Header | Instruction |
|-----------------------------------|---|
| Element Name | Eviction |
| Field 1 & Response | Did you experience an eviction from housing in the last 12 months? (Yes/No) |
| 1 | Yes |
| 2 | No |
| Field 2 & Response | If Yes, Please choose the type of eviction you experienced: (Lookup) |
| 1 | Non-Payment of Rent (COVID-19 Hardship) |
| 2 | Non-Payment of Rent (Non-COVID-19 Related) |
| 3 | Other Issue (Non-Rent) |
| Project Type Applicability | All Project Types |
| Data Collected About | All Adults and Heads of households |
| Workflow/Assessment | UDE Assessment |
| Collection Point | Entry |
| Relationship to Enrollment | One Eviction per enrollment |
| Relationship to Client | One or more Eviction per client |
| Owner for Changes | Data Sub-Committee |

| | |
|-----------------------------|---|
| System Logic & Other Issues | Evictions should be considered for the past 12 calendar months. |
|-----------------------------|---|

1.7. Reason for Leaving

| Header | Instruction |
|-----------------------------|--|
| Element Name | Reason for Leaving |
| Field 1 & Response | Reason for Leaving? (Lookup) |
| | 1 Completed Program |
| | 2 Criminal activity / violence |
| | 3 Death |
| | 4 Declined services/participation |
| | 5 Determined ineligible |
| | 6 Disagreement with rules/persons |
| | 7 Diverted from homeless services |
| | 8 Eviction |
| | 9 Lease Non-Renewal / Mutual Rescission |
| | 10 Left for housing opp. before completing program |
| | 11 Needs could not be met |
| | 12 Non-compliance with program |
| | 13 Non-payment of rent |
| | 14 Other |
| | 15 Reached maximum time allowed |
| | 16 Unknown/Disappeared |
| Field 2 & Response | If "Other", Specify (Text Box) |
| Project Type Applicability | All Project Types |
| Data Collected About | All Clients |
| Workflow/Assessment | Exit Assessment |
| Collection Point | Exit |
| Relationship to Enrollment | One Reason for Leaving per enrollment |
| Relationship to Client | One or more Reason for Leaving per client |
| Owner for Changes | Data Sub-Committee |
| System Logic & Other Issues | None |

SACE Entry Point Data Elements

2.1. AHCCCS Health Care Provider

| Header | Instruction |
|--------------------|---|
| Element Name | AHCCCS Health Care Provider |
| Field 1 & Response | AHCCCS Health Care Provider (Lookup) |
| | 1 AIHP (American Indian Health Program) |

| | | |
|-----------------------------|----|---|
| | 2 | Arizona Complete Health |
| | 3 | Banner-University Family Care |
| | 4 | Banner-University Family Care Plan (Long Term) |
| | 5 | Care 1 st |
| | 6 | Gila River Indian Tribe |
| | 7 | Magellan Complete Care |
| | 8 | Mercy Care |
| | 9 | Mercy Care (Long Term Care) |
| | 10 | Navajo Nation |
| | 11 | Steward Health Choice Arizona |
| | 12 | Tribal ALTCS |
| | 13 | United Healthcare Community Plan |
| | 14 | United Healthcare Community Plan (Long Term) |
| | 15 | White Mountain Apache Tribe |
| Project Type Applicability | | All SACE CE Project Types |
| Data Collected About | | Heads of households |
| Workflow/Assessment | | SACE Coordinated Entry Custom Assessment |
| Collection Point | | Entry |
| Relationship to Enrollment | | One Healthcare Provider per enrollment |
| Relationship to Client | | One or more Healthcare Provider per client |
| Owner for Changes | | Single Adult Coordinated Entry Lead |
| System Logic & Other Issues | | Please complete health care provider associated with AHCCCS ID number on the UDE Assessment |

2.2. Verification of Health Insurance

| Header | Instruction |
|----------------------------|--|
| Element Name | Verification of Health Insurance |
| Field 1 & Response | Verification of Health Insurance (Lookup) |
| | 1 Self-Reported Only |
| | 2 Not Verified: Client Insurance Card – Expired |
| | 3 Verified: Health Care Provider |
| | 4 Verified: Client Insurance Card – Current |
| | 5 Verified: Mercy Care Portal |
| | 6 Verified: Client Insurance Card – Current |
| | 7 Does not have AHCCCS |
| | 8 Verified: AHCCCS Portal |
| Project Type Applicability | All SACE CE Project Types |
| Data Collected About | Heads of households |
| Workflow/Assessment | SACE Coordinated Entry Custom Assessment |
| Collection Point | Entry |
| Relationship to Enrollment | One Verifications of Health Insurance per enrollment |
| Relationship to Client | One or more Verifications of Health Insurance per client |

| | |
|-----------------------------|---|
| Owner for Changes | Single Adult Coordinated Entry Lead |
| System Logic & Other Issues | Clients may have more than one Coordinated Entry enrollment over time. Health insurance information may potentially change over time. |

2.3. Is the client seeking shelter?

| Header | Instruction |
|-----------------------------|--|
| Element Name | Is the client seeking shelter? |
| Field 1 & Response | Is the client seeking shelter? (Yes/No) |
| | 1 Yes |
| | 2 No |
| Project Type Applicability | All SACE CE Project Types |
| Data Collected About | Heads of households |
| Workflow/Assessment | SACE Coordinated Entry Custom Assessment |
| Collection Point | Entry |
| Relationship to Enrollment | One Is the client seeking shelter per enrollment |
| Relationship to Client | One or more Is the client seeking shelter per client |
| Owner for Changes | Single Adult Coordinated Entry Lead |
| System Logic & Other Issues | |

2.4. If unable to complete VI-SPDAT, why not?

| Header | Instruction |
|-----------------------------|--|
| Element Name | If unable to complete VI-SPDAT, why not? |
| Field 1 & Response | If unable to complete VI-SPDAT, why not? (Lookup) |
| | 1 Cognitive Functioning |
| | 2 Current Assessment NOT Expired |
| | 3 Disappeared |
| | 4 Diverted |
| | 5 Family – referred to Family Housing Hub |
| | 6 Housed |
| | 7 Intoxicated |
| | 8 Language Barrier |
| | 9 Refused |
| Project Type Applicability | All SACE CE Project Types |
| Data Collected About | Heads of households |
| Workflow/Assessment | SACE Coordinated Entry Custom Assessment |
| Collection Point | Entry |
| Relationship to Enrollment | One If unable to complete VI-SPDAT, why not per enrollment |
| Relationship to Client | One or more If unable to complete VI-SPDAT, why not per client |
| Owner for Changes | Single Adult Coordinated Entry Lead |
| System Logic & Other Issues | |

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2.5. Interview Date

| Header | Instruction |
|-----------------------------|--|
| Element Name | Interview Date |
| Field 1 & Response | Interview Date (Date) |
| Project Type Applicability | All SACE CE Project Types |
| Data Collected About | Heads of households |
| Workflow/Assessment | SACE Coordinated Entry Custom Assessment |
| Collection Point | Entry |
| Relationship to Enrollment | One interview date per enrollment |
| Relationship to Client | One or more interview dates per client |
| Owner for Changes | Single Adult Coordinated Entry Lead |
| System Logic & Other Issues | |

2.6. Interviewer Name

| Header | Instruction |
|-----------------------------|---|
| Element Name | Interviewer Name |
| Field 1 & Response | Interviewer Name (Text Area) |
| Project Type Applicability | All SACE CE Project Types |
| Data Collected About | Heads of households |
| Workflow/Assessment | SACE Coordinated Entry Custom Assessment SACE Case Conferencing Assessment |
| Collection Point | Entry |
| Relationship to Enrollment | One interviewer name per enrollment |
| Relationship to Client | One or more interviewer name per client |
| Owner for Changes | Single Adult Coordinated Entry Lead |
| System Logic & Other Issues | |

2.7. Interviewer Agency

| Header | Instruction |
|--------------------|---|
| Element Name | Interviewer Agency |
| Field 1 & Response | Interviewer Agency (Lookup) |
| | 1 SACE - AAA/Care Directions Entry Point – CE (46302) |
| | 2 SACE – AVON SONAR Entry Point – CE (47377) |
| | 3 SACE - AZC - Chandler I-Help Entry Point - CE (45231) |
| | 4 SACE - Basic Mission Entry Point - CE (43320) |
| | 5 SACE - CASS Coordinated Entry – CE (46239) |
| | 6 SACE – CBI CCHP Entry Point – CE (42503) |
| | 7 SACE - CBI - Chandler Outreach Entry Point - CE (43549) |
| | 8 SACE - CBI Glendale Outreach Entry Point - CE (43551) |

| | |
|-----------------------------|---|
| 9 | SACE - CBI - Hand in Hand Entry Point - CE (43550) |
| 10 | SACE – CBI High Risk Hotel Entry Point – CE (46730) |
| 11 | SACE - CBI Mesa Outreach Entry Point - CE (43831) |
| 12 | SACE – CBI PATH Entry Point – CE (42400) |
| 13 | SACE – CBI Phoenix Outreach Entry Point – CE (42607) |
| 14 | SACE – CBI Saguaro Shelter Entry Point – CE (47001) |
| 15 | SACE – CBI Veteran Connections Entry Point – CE (42839) |
| 16 | SACE - CHAND - Chand Connect Entry Point - CE (46151) |
| 17 | SACE - CHAND - Operation Open Door Entry Point - CE (46155) |
| 18 | SACE – COPA Paz De Cristo Entry Point – CE (46808) |
| 19 | SACE – CRRRC Entry Point – CE (42463) |
| 20 | SACE - CTC Mobile Outreach Entry Point – CE (46164) |
| 21 | SACE – HSC Entry Point – CE (42399) |
| 22 | SACE – JUST – Coordinated Entry – CE (47734) |
| 23 | SACE – LEAF EVMC Entry Point – CE (42545) |
| 24 | SACE - MARC Community Resources Center - CE (42841) |
| 25 | SACE – Mesa I-HELP Entry Point – CE (42641) |
| 26 | SACE - NAC Entry Point - CE (43828) |
| 27 | SACE - NAC Homebase Entry Point - CE (43208) |
| 28 | SACE – Phoenix I-Help – CE (48307) |
| 29 | SACE – PRM Outreach Entry Point – CE (42840) |
| 30 | SACE - SJW Workforce Villages - CE (46712) |
| 31 | SACE - Southwest I-HELP Entry Point – CE (46108) |
| 32 | SACE - SVDP Dining Room Access Point - CE (46711) |
| 33 | SACE – SVDP Washington Street Shelter Entry Point – CE (46705) |
| 34 | SACE – SVDP Watkins Entry Point – CE (46240) |
| 35 | SACE – Tempe Entry Point – CE (42458) |
| 36 | SACE – Tempe I-HELP Entry Point – CE (43016) |
| 37 | SACE – UMOM Halle Center Entry Point – CE (42552) |
| 38 | SACE – UMOM Youth Outreach Entry Point – CE (42608) |
| Project Type Applicability | All SACE CE Project Types |
| Data Collected About | Heads of households |
| Workflow/Assessment | SACE Coordinated Entry Custom Assessment SACE Case Conferencing Assessment |
| Collection Point | Entry |
| Relationship to Enrollment | One interviewer agency per enrollment |
| Relationship to Client | One or more interviewer agency per client |
| Owner for Changes | Single Adult Coordinated Entry Lead |
| System Logic & Other Issues | |

2.8. What city was the assessment completed in?

| Header | Instruction |
|-----------------------------|---|
| Element Name | What city was the assessment completed in? |
| Field 1 & Response | What city was the assessment completed in? (Lookup) |
| | 1 Apache Junction |
| | 2 Avondale |
| | 3 Buckeye |
| | 4 Carefree |
| | 5 Cave Creek |
| | 6 Chandler |
| | 7 Gila Bend |
| | 8 Gilbert |
| | 9 Glendale |
| | 10 Goodyear |
| | 11 Guadalupe |
| | 12 Laveen |
| | 13 Litchfield Park |
| | 14 Mesa |
| | 15 New River |
| | 16 Peoria |
| | 17 Phoenix |
| | 18 Queen Creek |
| | 19 Scottsdale |
| | 20 Sun City |
| | 21 Surprise |
| | 22 Tempe |
| | 23 Tolleson |
| | 24 Waddell |
| | 25 Wickenburg |
| | 26 Wittman |
| | 27 Youngtown |
| Project Type Applicability | All SACE CE Project Types |
| Data Collected About | Heads of households |
| Workflow/Assessment | SACE Coordinated Entry Custom Assessment SACE Case Conferencing Assessment |
| Collection Point | Entry |
| Relationship to Enrollment | One What city was the assessment completed in per enrollment |
| Relationship to Client | One or more What city was the assessment completed in per client |
| Owner for Changes | Single Adult Coordinated Entry Lead |
| System Logic & Other Issues | |

2.9. Are you interested in Shared Housing?

| Header | Instruction |
|--------------|---------------------------------------|
| Element Name | Are you interested in Shared Housing? |

| | |
|-----------------------------|--|
| Field 1 & Response | Are you interested in Shared Housing? |
| Project Type Applicability | All SACE CE Project Types All FHH CE Project Types |
| Data Collected About | Heads of households |
| Workflow/Assessment | FHH Coordinated Entry Custom Assessment FHH - Screening Assessment (CE) SACE Coordinated Entry Custom Assessment |
| Collection Point | Entry, Occurrence |
| Relationship to Enrollment | One Are you interested in Shared Housing per enrollment |
| Relationship to Client | One Are you interested in Shared Housing per client |
| Owner for Changes | Single Adult Coordinated Entry Lead |
| System Logic & Other Issues | Shared Housing is a permanent housing living arrangement with two or more unrelated tenants who share the same unit. Each tenant has their own bedroom and shares a common living space. Each tenant has their own lease with the landlord and each housemate may stay or leave shared housing at any time,per their lease agreements. |

2.10. Identification

| Header | Instruction |
|-----------------------------|--|
| Element Name | Identification |
| Field 1 & Response | Date two valid forms of ID obtained (from below list): (Date) |
| Field 2 & Response | State Issue Photo Id (Yes/No) |
| | 1 Yes |
| | 2 No |
| Field 3 & Response | Social Security Card (Yes/No) |
| | 1 Yes |
| | 2 No |
| Field 4 & Response | Birth Certificate (Yes/No) |
| | 1 Yes |
| | 2 No |
| Project Type Applicability | All SACE CE Project Types |
| Data Collected About | Heads of households |
| Workflow/Assessment | SACE Coordinated Entry Custom Assessment |
| Collection Point | Entry, Occurrence |
| Relationship to Enrollment | N/A |
| Relationship to Client | One identification record per client |
| Owner for Changes | Single Adult Coordinated Entry Lead |
| System Logic & Other Issues | This data element may be updated over time as the client is able to obtain additional documents. Providers are expected to upload documents to client profile upon recording updates. Data element may be updated independent of the enrollment. |

2.11. Housing Documentation

| Header | Instruction |
|-----------------------------|---|
| Element Name | Housing Documentation |
| Field 1 & Response | Date additional housing documents obtained (per client needs): (Date) |
| Field 2 & Response | Housing documents include (select one): (Lookup) |
| | 1 DD 214 |
| | 2 Proof of Income |
| | 3 Verification of Disability |
| Project Type Applicability | All SACE CE Project Types |
| Data Collected About | Heads of households |
| Workflow/Assessment | SACE Coordinated Entry Custom Assessment SACE Case Conferencing Assessment (Field 1 & Response only) |
| Collection Point | Entry, Occurrence |
| Relationship to Enrollment | N/A |
| Relationship to Client | One housing documentation record per client |
| Owner for Changes | Single Adult Coordinated Entry Lead |
| System Logic & Other Issues | This data element may be updated over time as the client is able to obtain necessary documentation to become eligible for housing. Data element may be updated independent of the enrollment. |

2.12. Action Step

| Header | Instruction |
|-----------------------------|--|
| Element Name | Action Step |
| Field 1 & Response | Next Action Step (Text Area) |
| Field 2 & Response | Action Step Target Completion Date (Date) |
| Project Type Applicability | SACE Coordinated Entry |
| Data Collected About | Heads of households |
| Workflow/Assessment | SACE Coordinated Entry Custom Assessment |
| Collection Point | Occurrence |
| Relationship to Enrollment | N/A |
| Relationship to Client | One or more next action step per client |
| Owner for Changes | Single Adult Coordinated Entry Lead |
| System Logic & Other Issues | Element will be updated over time as client needs change. Element leveraged primarily in case conferencing. Information should only be updated by the SACE housing match team. |

2.13. Veteran Type

| Header | Instruction |
|--------------------|-------------------------------|
| Element Name | Veteran Type |
| Field 1 & Response | Veteran type (Lookup) |
| | 1 VA eligible |
| | 2 Humanitarian (1 day active) |
| | 3 Humanitarian (0 day active) |
| | 4 Dishonorable |
| | 5 Needs more paperwork |
| | 6 Confirmed: Not a Veteran |

| | |
|-----------------------------|---|
| Project Type Applicability | SACE Coordinated Entry |
| Data Collected About | Heads of households |
| Workflow/Assessment | SACE Case Conferencing Assessment Veteran Information Assessment |
| Collection Point | Occurrence |
| Relationship to Enrollment | N/A |
| Relationship to Client | One veteran type per client |
| Owner for Changes | Single Adult Coordinated Entry Lead |
| System Logic & Other Issues | This information and data is only completed by the VA. This element may be visible to other providers but only the VA is able to verify the correct veteran type. |

2.14. Client Obstacles

| Header | Instruction |
|-----------------------------|--|
| Element Name | Client Obstacles |
| Field 1 & Response | What obstacle is the client facing this week? (Text Area) |
| Field 2 & Response | Responsible Agency (Text Box) |
| Project Type Applicability | SACE Coordinated Entry |
| Data Collected About | Heads of households |
| Workflow/Assessment | SACE Coordinated Entry Custom Assessment |
| Collection Point | Occurrence |
| Relationship to Enrollment | N/A |
| Relationship to Client | One or more client obstacles per client |
| Owner for Changes | Single Adult Coordinated Entry Lead |
| System Logic & Other Issues | Element will be updated over time as client needs change. Element leveraged primarily in case conferencing. Information should only be updated by the SACE housing match team. |

2.15. Case Conferencing Notes

| Header | Instruction |
|-----------------------------|--|
| Element Name | Case Conferencing Notes |
| Field 1 & Response | Case Conferencing Notes (Text Area) |
| Project Type Applicability | SACE Coordinated Entry |
| Data Collected About | Heads of households |
| Workflow/Assessment | SACE Coordinated Entry Custom Assessment SACE Case Conferencing Assessment |
| Collection Point | Occurrence |
| Relationship to Enrollment | N/A |
| Relationship to Client | One or more case conferencing notes per client |
| Owner for Changes | Single Adult Coordinated Entry Lead |
| System Logic & Other Issues | Element will be updated over time as client needs change. Element leveraged primarily in case conferencing. Information should only be updated by the SACE housing match team. |

2.16. AZ Client Notes Sub-Assessment

| Header | Instruction |
|--------|-------------|
|--------|-------------|

| | |
|--------------------|--|
| Element Name | AZ Client Notes Sub-Assessment |
| Field 1 & Response | Date Seen (Date) |
| Field 2 & Response | Staff Documenting Note (Text area) |
| Field 3 & Response | # of Adults Seen (Integer) |
| Field 4 & Response | # of Children Seen (Integer) |
| Field 5 & Response | # of Minutes (Integer) |
| Field 6 & Response | Type of Client Contact (Lookup) |
| | 1 Client in Person |
| | 2 Client on Phone |
| | 3 Client Communication with Text/Email |
| | 4 Other |
| | 5 N/A |
| Field 7 & Response | Type of Case Note (Lookup) |
| | 1 Assessment |
| | 2 Case Management |
| | 3 Child Care |
| | 4 Closing/Discharge |
| | 5 Counseling |
| | 6 Court |
| | 7 Education |
| | 8 Employment Support |
| | 9 Family Support |
| | 10 Follow-up |
| | 11 Group |
| | 12 Health Assessment |
| | 13 Home Inspection |
| | 14 Housing |
| | 15 Housing Stability Plan |
| | 16 Intake |
| | 17 Job Development |
| | 18 Job Readiness |
| | 19 Mental Health |
| | 20 Money Orders |
| | 21 Outreach |
| | 22 Quality Assurance |
| | 23 Recreational Therapy |
| | 24 Review/Re-Entry |
| | 25 Screening |
| | 26 Security |
| | 27 Staffing |
| | 28 Substance Abuse Counseling |
| | 29 Transportation |
| Field 8 & Response | Location (Lookup) |

| | | |
|-----------------------------|---|--|
| | 1 | In Field/Off Campus |
| | 2 | Office/On Campus |
| | 3 | N/A |
| Field 9 & Response | | Case Note (Text Area) |
| Field 10 & Response | | End Date (If Applicable) (Date) |
| Field 11 & Response | | Client ID for Printing (optional) (Text Box) |
| Project Type Applicability | | All Project Types |
| Data Collected About | | All Clients |
| Workflow/Assessment | | SACE Case Conferencing Assessment AZ Client Notes (located on the Client Profile) |
| Collection Point | | Occurrence |
| Relationship to Enrollment | | N/A |
| Relationship to Client | | One or more AZ client notes sub-assessment per client. |
| Owner for Changes | | |
| System Logic & Other Issues | | Element may be used by a variety of agencies. Sub-assessment may be used by all project types. Information in sub-assessment is used with the intent to be shared with other users in the HMIS system. |

Family Housing Hub (FHH) CE Entry Point Data Elements

3.1. Identification

| Element Name | Identification |
|-----------------------------|--|
| Field 1 & Response | Picture ID (Lookup) |
| | 1 Yes |
| | 2 No |
| | 3 Pending |
| Field 2 & Response | Birth Certificate (Lookup) |
| | 1 Yes |
| | 2 No |
| | 3 Pending |
| Field 3 & Response | Social Security Card (Lookup) |
| | 1 Yes |
| | 2 No |
| | 3 Pending |
| Project Type Applicability | FHH CE Project Types |
| Data Collected About | Heads of households |
| Workflow/Assessment | FHH - Screening Assessment (CE) |
| Collection Point | Entry, Occurrence |
| Relationship to Enrollment | N/A |
| Relationship to Client | One identification record per client |
| Owner for Changes | Family Coordinated Entry Lead |
| System Logic & Other Issues | This data element may be updated over time as the client is able to obtain additional documents. Providers are expected to upload documents to client profile upon recording updates. Data element may be updated independent of the enrollment. |

3.2. Undocumented

| Element Name | Identification |
|-----------------------------|---|
| Field 1 & Response | Non-Citizen or US Resident |
| 1 | Yes |
| 2 | No |
| Project Type Applicability | FHH CE Project Types |
| Data Collected About | Heads of households |
| Workflow/Assessment | FHH - Screening Assessment (CE) |
| Collection Point | Entry, Occurrence |
| Relationship to Enrollment | N/A |
| Relationship to Client | One identification record per client |
| Owner for Changes | Family Coordinated Entry Lead |
| System Logic & Other Issues | This data element may be updated over time as the client is able to obtain additional documents. Data element may be updated independent of the enrollment. |

3.3. Guardianship Needed

| Element Name | Identification |
|-----------------------------|---|
| Field 1 & Response | Guardianship Needed (Yes/No) |
| 1 | Yes |
| 2 | No |
| Project Type Applicability | FHH CE Project Types |
| Data Collected About | All Clients |
| Workflow/Assessment | FHH - Screening Assessment (CE) |
| Collection Point | Entry, Occurrence |
| Relationship to Enrollment | N/A |
| Relationship to Client | One identification record per client |
| Owner for Changes | Family Coordinated Entry Lead |
| System Logic & Other Issues | This data element is used to record whether this client needs guardianship. This data element may be updated over time as needed. |

3.4. Registered sex offender (any household members)

| Element Name | Identification |
|----------------------------|--|
| Field 1 & Response | Registered sex offender (any household members) (Yes/No) |
| 1 | Yes |
| 2 | No |
| Project Type Applicability | FHH CE Project Types |
| Data Collected About | All Clients |
| Workflow/Assessment | FHH - Screening Assessment (CE) |
| Collection Point | Entry, Occurrence |
| Relationship to Enrollment | N/A |
| Relationship to Client | One identification record per client |
| Owner for Changes | Family Coordinated Entry Lead |

| | |
|-----------------------------|---|
| System Logic & Other Issues | This data element is used to record whether this client is a registered sex offender. This data element may be updated over time as needed. |
|-----------------------------|---|

3.5. Interview Date

| Header | Instruction |
|-----------------------------|---|
| Element Name | Interview Date |
| Field 1 & Response | Interview Date (Date) |
| Project Type Applicability | All FHH CE Project Types |
| Data Collected About | Heads of households |
| Workflow/Assessment | FHH Coordinated Entry Custom Assessment |
| Collection Point | Entry |
| Relationship to Enrollment | One interview date per enrollment |
| Relationship to Client | One or more interview dates per client |
| Owner for Changes | Family Coordinated Entry Lead |
| System Logic & Other Issues | |

3.6. Intake Site

| Header | Instruction |
|-----------------------------|--|
| Element Name | Intake Site |
| Field 1 & Response | Intake Site (Lookup) |
| | 1 ANL – DV Site |
| | 2 Avondale Resource Center |
| | 3 CBI Cactus |
| | 4 CBI Mesa Public Schools |
| | 5 CBI Windmere |
| | 6 Community Resource and Referral Center (CRRC) |
| | 7 FHH Main Office |
| | 8 Norton Ramsey Social Justice Empowerment Center (NREC) |
| | 9 Tempe Public Library |
| | 10 West Valley Housing Assistance Center |
| Project Type Applicability | FHH CE Project Types |
| Data Collected About | Heads of households |
| Workflow/Assessment | FHH - Screening Assessment (CE) |
| Collection Point | Entry |
| Relationship to Enrollment | One interviewer agency per enrollment |
| Relationship to Client | One or more interviewer agency per client |
| Owner for Changes | Family Coordinated Entry Lead |
| System Logic & Other Issues | |

3.7. Monthly Income

| Header | Instruction |
|-----------------------------|-----------------------------------|
| Element Name | Monthly Income Sources |
| Field 1 & Response | Monthly Income Sources (Text Box) |
| Field 2 & Response | Total Monthly Income (Money) |
| Project Type Applicability | FHH CE Project Types |
| Data Collected About | Heads of households |
| Workflow/Assessment | FHH - Screening Assessment (CE) |
| Collection Point | Entry |
| Relationship to Enrollment | One or more per enrollment |
| Relationship to Client | One or more per client |
| Owner for Changes | Family Coordinated Entry Lead |
| System Logic & Other Issues | |

3.8. Section 8 or Other Housing Voucher

| Header | Instruction |
|-----------------------------|--|
| Element Name | Section 8 or Other Housing Voucher |
| Field 1 & Response | Section 8 or Other Housing Voucher (Yes/ No) |
| Project Type Applicability | FHH CE Project Types |
| Data Collected About | Heads of households |
| Workflow/Assessment | FHH - Screening Assessment (CE) |
| Collection Point | Entry |
| Relationship to Enrollment | One per enrollment |
| Relationship to Client | One or more per client |
| Owner for Changes | Family Coordinated Entry Lead |
| System Logic & Other Issues | |

3.9. Mental Illness

| Header | Instruction |
|----------------------------|---------------------------------|
| Element Name | Mental Illness |
| Field 1 & Response | Mental Illness (Yes/ No) |
| Field 2 & Response | SMI Determination (Yes/ No) |
| Project Type Applicability | FHH CE Project Types |
| Data Collected About | All Clients |
| Workflow/Assessment | FHH - Screening Assessment (CE) |
| Collection Point | Entry |
| Relationship to Enrollment | One or more per enrollment |
| Relationship to Client | One or more per client |
| Owner for Changes | Family Coordinated Entry Lead |

| | |
|-----------------------------|--|
| System Logic & Other Issues | |
|-----------------------------|--|

3.10. SMI Determination

| Header | Instruction |
|----------------------------|---------------------------------|
| Element Name | SMI Determination |
| Field 1 & Response | SMI Determination (Yes/ No) |
| Project Type Applicability | FHH CE Project Types |
| Data Collected About | All Clients |
| Workflow/Assessment | FHH - Screening Assessment (CE) |
| Collection Point | Entry |
| Relationship to Enrollment | One or more per enrollment |
| Relationship to Client | One or more per client |
| Owner for Changes | Family Coordinated Entry Lead |

3.11. Adult Physical or Mental Impairment

| Header | Instruction |
|-----------------------------|---|
| Element Name | Adult Physical or Mental Impairment |
| Field 1 & Response | Adult Physical or Mental Impairment (Yes/ No) |
| Project Type Applicability | FHH CE Project Types |
| Data Collected About | All Clients |
| Workflow/Assessment | FHH - Screening Assessment (CE) |
| Collection Point | Entry |
| Relationship to Enrollment | One or more per enrollment |
| Relationship to Client | One or more per client |
| Owner for Changes | Family Coordinated Entry Lead |
| System Logic & Other Issues | |

3.13. Violent Felony

| Header | Instruction |
|----------------------------|---------------------------------|
| Element Name | Violent Felony |
| Field 1 & Response | Violent Felony (Yes ONLY) |
| Project Type Applicability | FHH CE Project Types |
| Data Collected About | Heads of households |
| Workflow/Assessment | FHH - Screening Assessment (CE) |
| Collection Point | Entry |
| Relationship to Enrollment | One per enrollment |
| Relationship to Client | One per client |
| Owner for Changes | Family Coordinated Entry Lead |

| | |
|-----------------------------|--|
| System Logic & Other Issues | |
|-----------------------------|--|

3.14. Can't Climb Stairs

| Header | Instruction |
|-----------------------------|---------------------------------|
| Element Name | Can't Climb Stairs |
| Field 1 & Response | Can't Climb Stairs (Yes ONLY) |
| Project Type Applicability | FHH CE Project Types |
| Data Collected About | All Clients |
| Workflow/Assessment | FHH - Screening Assessment (CE) |
| Collection Point | Entry |
| Relationship to Enrollment | One per enrollment |
| Relationship to Client | One per client |
| Owner for Changes | Family Coordinated Entry Lead |
| System Logic & Other Issues | |

3.15. Accommodations

| Header | Instruction |
|-----------------------------|-----------------------------------|
| Element Name | ADA Accommodations |
| Field 1 & Response | ADA Accommodations (Yes/ No) |
| Field 2 & Response | Language Accommodations (Yes/ No) |
| Field 3 & Response | Accommodations Detail (Text Box) |
| Project Type Applicability | FHH CE Project Types |
| Data Collected About | All Clients |
| Workflow/Assessment | FHH - Screening Assessment (CE) |
| Collection Point | Entry |
| Relationship to Enrollment | One per enrollment |
| Relationship to Client | One per client |
| Owner for Changes | Family Coordinated Entry Lead |
| System Logic & Other Issues | |

3.16. Service Animal or Pet

| Header | Instruction |
|----------------------------|--------------------------------|
| Element Name | Service animal or pet |
| Field 1 & Response | Service animal or pet (Lookup) |
| | 1 Emotional Support Animal |
| | 2 Pet |
| | 3 Service Animal |
| Project Type Applicability | FHH CE Project Types |

| | |
|-----------------------------|---------------------------------|
| Data Collected About | Heads of households |
| Workflow/Assessment | FHH - Screening Assessment (CE) |
| Collection Point | Entry |
| Relationship to Enrollment | One per enrollment |
| Relationship to Client | One per client |
| Owner for Changes | Family Coordinated Entry Lead |
| System Logic & Other Issues | |

3.17. Medical Marijuana Card

| Header | Instruction |
|-----------------------------|----------------------------------|
| Element Name | Medical Marijuana Card |
| Field 1 & Response | Medical Marijuana Card (Yes/ No) |
| Project Type Applicability | FHH CE Project Types |
| Data Collected About | All Clients |
| Workflow/Assessment | FHH - Screening Assessment (CE) |
| Collection Point | Entry |
| Relationship to Enrollment | One per enrollment |
| Relationship to Client | One per client |
| Owner for Changes | Family Coordinated Entry Lead |
| System Logic & Other Issues | |

3.18. Are you interested in Shared Housing?

| Header | Instruction |
|-----------------------------|---|
| Element Name | Are you interested in Shared Housing? |
| Field 1 & Response | Are you interested in Shared Housing? |
| Project Type Applicability | All SACE CE Project Types All FHH CE Project Types |
| Data Collected About | Heads of households |
| Workflow/Assessment | FHH Coordinated Entry Custom Assessment FHH - Screening Assessment (CE) SACE Coordinated Entry Custom Assessment |
| Collection Point | Entry, Occurrence |
| Relationship to Enrollment | One Are you interested in Shared Housing per enrollment |
| Relationship to Client | One Are you interested in Shared Housing per client |
| Owner for Changes | Single Adult Coordinated Entry Lead |
| System Logic & Other Issues | Shared Housing is a permanent housing living arrangement with two or more unrelated tenants who share the same unit. Each tenant has their own bedroom and shares a common living space. Each tenant has their own lease with the landlord and each housemate may stay or leave shared housing at any time, per their lease agreements. |

3.19. Cities

| Header | Instruction |
|----------------------------|--|
| Element Name | Cities |
| Field 1 & Response | Last Permanent City (Lookup of Maricopa Cities, below Field 5) |
| Field 2 & Response | City Stayed in Last Night (Lookup of Maricopa Cities, below Field 5) |
| Field 3 & Response | Maximum Length of Stay (Lookup) |
| | 1 One night or less |
| | 2 Two nights to two weeks |
| | 3 Two weeks or more |
| Field 4 & Response | Prior Temporary City 2 (Lookup of Maricopa Cities, below Field 5) |
| Field 5 & Response | Prior Temporary City 3 (Lookup of Maricopa Cities, below Field 5) |
| | 1 Avondale |
| | 2 Buckeye |
| | 3 Chandler |
| | 4 Gilbert |
| | 5 Glendale |
| | 6 Goodyear |
| | 7 Mesa |
| | 8 Peoria |
| | 9 Phoenix |
| | 10 Scottsdale |
| | 11 Surprise |
| | 12 Tempe |
| | 13 Tolleson |
| | 14 Other city in Maricopa County |
| | 15 Outside Maricopa County but inside Arizona |
| | 16 Outside Arizona |
| | 17 Client Doesn't Know |
| | 18 Client Refused |
| | 19 Data Not Collected |
| Field 6 & Response | Preferred Housing Location (Lookup) |
| | 1 Phoenix |
| | 2 East Valley |
| | 3 West Valley |
| | 4 No Preference |
| Field 7 & Response | Open to Living in Phoenix (Yes/No) |
| Field 8 & Response | Open to Living in the East Valley (Yes/No) |
| Field 9 & Response | Open to Living in the West Valley (Yes/No) |
| Project Type Applicability | FHH CE Project Types |
| Data Collected About | Heads of households |

| | |
|-----------------------------|---------------------------------|
| Workflow/Assessment | FHH - Screening Assessment (CE) |
| Collection Point | Entry |
| Relationship to Enrollment | One per enrollment |
| Relationship to Client | One or more per client |
| Owner for Changes | Family Coordinated Entry Lead |
| System Logic & Other Issues | |

3.19. Shelter History

| Header | Instruction |
|-----------------------------|---|
| Element Name | Shelter History |
| Field 1 & Response | Previous Shelter Stays not Documented in HMIS (Text Area) |
| Project Type Applicability | FHH CE Project Types |
| Data Collected About | All Clients |
| Workflow/Assessment | FHH - Screening Assessment (CE) |
| Collection Point | Entry |
| Relationship to Enrollment | One per enrollment |
| Relationship to Client | One per client |
| Owner for Changes | Family Coordinated Entry Lead |
| System Logic & Other Issues | |

3.20. FSPDAT

| Header | Instruction |
|----------------------------|---------------------------------|
| Element Name | FSPDAT |
| Field 1 & Response | Full FSPDAT Score (Integer) |
| Field 2 & Response | Date FSPDAT was taken (Date) |
| Field 3 & Response | Agency FSPDAT Taken By (Lookup) |
| | 1 A New Leaf |
| | 2 CASS |
| | 3 FHH |
| | 4 Salvation Army |
| | 5 STF |
| | 6 UMOM |
| | 7 Other |
| Project Type Applicability | FHH CE Project Types |
| Data Collected About | Heads of households |
| Workflow/Assessment | FHH - Screening Assessment (CE) |
| Collection Point | Entry |
| Relationship to Enrollment | One per enrollment |
| Relationship to Client | One or more per client |

| | |
|-----------------------------|-------------------------------|
| Owner for Changes | Family Coordinated Entry Lead |
| System Logic & Other Issues | |

3.21. Housing Match

| Header | Instruction |
|-----------------------------|--|
| Element Name | Housing Match |
| Field 1 & Response | Is this a Housing Options Only screening? (Yes/No) |
| Field 2 & Response | Is client currently in a domestic violence shelter? (Yes/No) |
| Field 3 & Response | Next Action Step (Text Area) |
| Field 4 & Response | Action Step Target Completion Date (Date) |
| Project Type Applicability | FHH CE Project Types |
| Data Collected About | Heads of households |
| Workflow/Assessment | FHH - Screening Assessment (CE) |
| Collection Point | Entry |
| Relationship to Enrollment | One per enrollment |
| Relationship to Client | One or more per client |
| Owner for Changes | Family Coordinated Entry Lead |
| System Logic & Other Issues | |

3.22. Does Not Qualify (DNQ)

| Header | Instruction |
|--------------------|--|
| Element Name | Does Not Qualify (DNQ) |
| Field 1 & Response | Family size of 8 or more (Yes ONLY) |
| Field 2 & Response | More Than 2 Adults In Household? (Yes ONLY) |
| Field 3 & Response | Adults beyond head of household and partner (Yes ONLY) |
| Field 4 & Response | Pregnant Without Children (Yes ONLY) |
| Field 5 & Response | Child(ren) not with household every day (Lookup) |
| | 1 4 out of 7 days |
| | 2 16 out of 30 days |
| Field 6 & Response | Missing adult government Issued ID (Yes ONLY) |
| Field 7 & Response | Drug Screen Positive (Lookup) |
| | 1 Able to stop while in program |
| | 2 Unable to stop while in program |
| Field 8 & Response | Currently exiting the following shelter (Lookup) |
| | 1 DV Shelter |
| | 2 Family Promise |
| | 3 Homeward Bound |
| | 4 La Mesita |
| | 5 Mercy House |
| | 6 Salvation Army |

| | | |
|-----------------------------|---|---|
| | 7 | UMOM |
| | 8 | Vista Colina |
| | 9 | West Valley |
| Field 9 & Response | | Animals Sheltering with Household (Lookup) |
| | 1 | Pet – Can’t Find Alternative Placement (Full DNQ) |
| | 2 | ESA with Documentation (Partial DNQ) |
| | 3 | No Animal or Only Service Animal |
| Field 8 & Response | | Stayed in La Mesita Family Shelter within the past 365 days (Yes/No) |
| Field 9 & Response | | Stayed in Vista Colina Family Shelter within the past 365 days (Yes/No) |
| Field 10 & Response | | Stayed in UMOM Family Shelter within the past 365 days (Yes Only) |
| Field 11 & Response | | Custom DNQ 1 (Lookup) |
| | 1 | DV Shelter |
| | 2 | Family Promise |
| | 3 | Homeward Bound |
| | 4 | La Mesita |
| | 5 | Mercy House |
| | 6 | Salvation Army |
| | 7 | UMOM |
| | 8 | Vista Colina |
| | 9 | West Valley |
| Field 12 & Response | | Reason (DNQ 1) (Text Box) |
| Field 13 & Response | | Custom DNQ 2 (Lookup) |
| | 1 | DV Shelter |
| | 2 | Family Promise |
| | 3 | Homeward Bound |
| | 4 | La Mesita |
| | 5 | Mercy House |
| | 6 | Salvation Army |
| | 7 | UMOM |
| | 8 | Vista Colina |
| | 9 | West Valley |
| Field 14 & Response | | Reason (DNQ 2) (Text Box) |
| Project Type Applicability | | FHH CE Project Types |
| Data Collected About | | Heads of households |
| Workflow/Assessment | | FHH - Screening Assessment (CE) |
| Collection Point | | Entry |
| Relationship to Enrollment | | One per enrollment |
| Relationship to Client | | One or more per client |
| Owner for Changes | | Family Coordinated Entry Lead |
| System Logic & Other Issues | | |

3.23. SSVF Rapid Resolution Pilot

| Header | Instruction |
|-----------------------------|--|
| Element Name | SSVF Rapid Resolution Pilot *Only done for Veteran clients |
| Field 1 & Response | SSVF Rapid Resolution Participation Status (Lookup) |
| | 1 Enrolled in SSVF & Receiving Rapid Resolution |
| | 2 Unable to Rapidly Resolve |
| Field 2 & Response | If Unable to Rapidly Resolve, What is the Reason? |
| | 1 Family or friends refused to house Veteran |
| | 2 Not eligible for Rapid Resolution services |
| | 3 Not eligible for SSVF |
| | 4 Safety concerns if placed with family or friends |
| | 5 Unable to identify family or friends |
| | 6 Veteran refused Rapid Resolution |
| Project Type Applicability | FHH CE Project Types |
| Data Collected About | Heads of households |
| Workflow/Assessment | FHH - Screening Assessment (CE) |
| Collection Point | Entry |
| Relationship to Enrollment | One per enrollment |
| Relationship to Client | One or more per client |
| Owner for Changes | Family Coordinated Entry Lead |
| System Logic & Other Issues | Only complete for veteran clients |

Common Coordinated Entry Data Elements

4.1. SSVF Rapid Resolution Pilot

| Header | Instruction |
|----------------------------|---|
| Element Name | SSVF Rapid Resolution Pilot |
| Field 1 & Response | SSVF Rapid Resolution Participation Status (Lookup) |
| | 1 Enrolled in SSVF & Receiving Rapid Resolution |
| | 2 Unable to Rapidly Resolve |
| Field 2 & Response | If Unable to Rapidly Resolve, What is the Reason? (Lookup) |
| | 1 Family or friends refused to house Veteran |
| | 2 Not eligible for Rapid Resolution services |
| | 3 Not eligible for SSVF |
| | 4 Safety concerns if placed with family or friends |
| | 5 Unable to identify family or friends |
| | 6 Veteran refused Rapid Resolution |
| Project Type Applicability | All CE Project Types |
| Data Collected About | Heads of households |
| Workflow/Assessment | FHH Coordinated Entry Custom Assessment SACE Coordinated Entry Custom Assessment |

| | |
|-----------------------------|--|
| | FHH - Screening Assessment (CE) |
| Collection Point | Occurrence |
| Relationship to Enrollment | One SSVF rapid resolution pilot per enrollment |
| Relationship to Client | One or more SSVF rapid resolution pilot per client |
| Owner for Changes | Single Adult Coordinated Entry Lead Family Coordinated Entry Lead |
| System Logic & Other Issues | Only answered for Veteran clients. This element is used to record the success in using SSVF funds to rapidly divert clients from homelessness. |

4.2. Offer of Housing Intervention

| Header | Instruction |
|-----------------------------|---|
| Element Name | Offer of Housing Intervention |
| Field 1 & Response | Date Offered (Date) |
| Field 2 & Response | Type of PH offered? (Lookup) |
| | 1 Rapid Re-housing (including SSVF) |
| | 2 Permanent Supportive Housing (including HUD VASH) |
| | 3 Other Housing Intervention |
| Field 3 & Response | PH accepted or denied? (Lookup) |
| | 1 Accepted |
| | 2 Denied |
| Field 4 & Response | End Date (Date) |
| Project Type Applicability | Coordinated Entry, Transitional Housing |
| Data Collected About | Heads of households |
| Workflow/Assessment | SACE Coordinated Entry Custom Assessment Veteran TH Bridge Housing |
| Collection Point | Occurrence |
| Relationship to Enrollment | N/A |
| Relationship to Client | One or more offer of housing intervention per client |
| Owner for Changes | Single Adult Coordinated Entry Lead Family Coordinated Entry Lead |
| System Logic & Other Issues | Only answered for Veteran clients. Veteran clients are expected to be offered PH housing every two weeks. Field 1 (Date Offered) = Start of 2-Week PH offer period Field 4 (End Date) = End of 2-Week PH offer period |

4.3 Coordinated Entry Outgoing Referral

| Header | Instruction |
|--------------------|-------------------------------------|
| Element Name | Coordinated Entry Outgoing Referral |
| Field 1 & Response | Provider (Lookup) |
| Field 2 & Response | Needs Referral Date (Date) |
| Field 3 & Response | Referral Ranking (Lookup) |
| | 1 High |
| | 2 Medium |

| | | |
|-----------------------------|-------|--|
| | 3 | Low |
| | 4 | Non-Participating HMIS Provider |
| Field 4 & Response | | VI-SPDAT Score (Lookup) |
| | 1...n | Options locally generated |
| Field 5 & Response | | TAY-VI-SPDAT Score (Lookup) |
| | 1...n | Options locally generated |
| Field 6 & Response | | VI-F-SPDAT Score (Lookup) |
| | 1...n | Options locally generated |
| Field 7 & Response | | Projected Follow Up Date (Date) |
| Field 8 & Response | | Follow Up User (Lookup) |
| | 1...n | Options locally generated |
| Field 9 & Response | | Need (Lookup) |
| | 1...n | Provider Defined |
| Field 10 & Response | | Date of Need (Date) |
| Field 11 & Response | | Need Status (Lookup) |
| | 1 | Closed |
| | 2 | Identified |
| | 3 | In Progress |
| Field 12 & Response | | Outcome (Lookup) |
| | 1 | Fully Met |
| | 2 | Not Met |
| | 3 | Partially Met |
| | 4 | Service Pending |
| Field 13 & Response | | If Not Met, Reason (Lookup) |
| | 1 | All Services Full |
| | 2 | Client Not Eligible |
| | 3 | Client Refused |
| | 4 | Resources Unavailable in Area |
| Project Type Applicability | | Coordinated Entry |
| Data Collected About | | Heads of households |
| Workflow/Assessment | | Service Transaction - Referrals |
| Collection Point | | Occurrence |
| Relationship to Enrollment | | N/A |
| Relationship to Client | | One or more Coordinated Entry Outgoing Referral per client |
| Owner for Changes | | Vendor – Responsible for available fields SACE Lead – Responsible for fields to be completed and lookup values for some fields FHH Lead – Responsible for fields to be completed and lookup values for some fields |
| System Logic & Other Issues | | This data element is used to record referrals for clients to PH (OPH, RRH, PSH) programs and some ES and TH programs. Client referrals are based on Coordinated Entry processes and must be from a CE Lead. Not all fields will be used in every referral. |

4.4 Housing Provider Referral Response

| Header | Instruction |
|-----------------------------|--|
| Element Name | Housing Provider Referral Response |
| Field 1 & Response | Referral Outcome (Lookup) |
| | 1 Accepted |
| | 2 Accepted on Waitlist |
| | 3 Declined |
| | 4 Canceled |
| Field 2 & Response | If Canceled or Declined, Reason (Lookup) |
| | 1 Canceled: Already obtained permanent housing |
| | 2 Canceled: Multiple outreach attempts unsuccessful |
| | 3 Client Ineligible: Background Check |
| | 4 Client Ineligible: Clinical Determination |
| | 5 Client Ineligible: Credit Check |
| | 6 Client Ineligible: Immigration Status |
| | 7 Client Ineligible: Income Criteria |
| | 8 Client Ineligible: Other (Inappropriate Referral) |
| | 9 Client Ineligible: Third Party Verification (Chronicity) |
| | 10 Client Ineligible: Unable to Obtain Required Documentation |
| | 11 Client Refused: Didn't like unit |
| | 12 Client Refused: Other |
| | 13 Client Refused: Safety Concerns |
| Project Type Applicability | Permanent Housing (RRH, OPH, and PSH), ES, TH |
| Data Collected About | Heads of households |
| Workflow/Assessment | Service Transaction – Referrals Referrals Report |
| Collection Point | Occurrence |
| Relationship to Enrollment | N/A |
| Relationship to Client | One or more housing provider referral response per client |
| Owner for Changes | Vendor – Responsible for available fields SACE Lead – Responsible for picklist options in Field 2 FHH Lead – Responsible for picklist options in Field 2 |
| System Logic & Other Issues | This data element is used to respond to referrals from the CE system. The data from this element, while done as an independent process, is combined with the Coordinated Entry Outgoing Referral data element for reporting. |

4.5 Service Provided

| Header | Instruction |
|--------------------|------------------------|
| Element Name | Service Provided |
| Field 1 & Response | Start Date (Date) |
| Field 2 & Response | End Date (Date) |
| Field 3 & Response | Service Type (Lookup) |
| | 1...n Provider Defined |

| | |
|-----------------------------|---|
| Field 4 & Response | Provider Specific Service (Lookup) |
| 1...n | Provider Defined |
| Field 5 & Response | Service Location (Lookup) |
| 1...n | Provider Defined |
| Field 6 & Response | Service Notes (Text Area) |
| Field 7 & Response | Number of Units (Integer) |
| Field 8 & Response | Unit Type (Lookup) |
| 1...n | Provider Defined |
| Field 9 & Response | Total Cost of Units (Money) |
| Field 10 & Response | Need Status (Lookup) |
| 1 | Closed |
| 2 | Identified |
| 3 | In Progress |
| Field 11 & Response | Outcome of Need (Lookup) |
| 1 | Fully Met |
| 2 | Not Met |
| 3 | Partially Met |
| 4 | Service Pending |
| Field 12 & Response | If Need is Not Met, Reason (Lookup) |
| 1 | All Services Full |
| 2 | Client Not Eligible |
| 3 | Client Refused |
| 4 | Resources Unavailable in Area |
| Project Type Applicability | All Projects |
| Data Collected About | All Clients |
| Workflow/Assessment | Service Transaction - Services |
| Collection Point | Occurrence |
| Relationship to Enrollment | N/A |
| Relationship to Client | One or more Service Provided per client |
| Owner for Changes | Vendor – Responsible for available fields |
| System Logic & Other Issues | This data element is used to record services for clients. Services can be recorded for any client. Services for an entire family should be recorded on the Head of Households profile (i.e. rent assistance payment). |

4.6 Street Outreach Location

| Header | Instruction |
|----------------------------|---|
| Element Name | Street Outreach: Use Exact Format For Latitude and Longitude |
| Field 1 & Response | Latitude: 33.xxxxx (Use Exact Format to 5 Decimals) (Text Box) |
| Field 2 & Response | Longitude: -11x.xxxxx (Use Exact Format to 5 Decimals) (Text Box) |
| Field 3 & Response | Cross Streets (No commas in this field) (Text Box) |
| Project Type Applicability | Street Outreach |
| Data Collected About | All Clients |

| | |
|-----------------------------|--|
| Workflow/Assessment | Outreach Universal Contact Assessment in the Current Living Situation subassessment Outreach Universal Engagement Assessment in the Current Living Situation subassessment |
| Collection Point | Occurrence |
| Relationship to Enrollment | One or more Street Outreach Location per enrollment |
| Relationship to Client | One or more Street Outreach Location per client |
| Owner for Changes | Data Sub-Committee |
| System Logic & Other Issues | This data element is used to record the location of a street outreach service. These fields are available within the Current Living Situation subassessment located within street outreach assessments Outreach Universal Contact Assessment and Outreach Universal Engagement Assessment. |

4.7 City of first contact

| Header | Instruction |
|------------------|-----------------------------------|
| Element Name | City of first contact? |
| Field & Response | City of first contact?* (Lookup) |
| | 1 Apache Junction |
| | 2 Avondale |
| | 3 Buckeye |
| | 4 Carefree |
| | 5 Cave Creek |
| | 6 Chandler |
| | 7 El Mirage |
| | 8 Fountain Hills |
| | 9 Gila Bend |
| | 10 Gilbert |
| | 11 Glendale |
| | 12 Goodyear |
| | 13 Guadalupe |
| | 14 Litchfield Park |
| | 15 Mesa |
| | 16 Paradise Valley |
| | 17 Peoria |
| | 18 Phoenix |
| | 19 Queen Creek |
| | 20 Scottsdale |
| | 21 Sun City |
| | 22 Surprise |
| | 23 Tempe |
| | 24 Tolleson |
| | 25 Unincorporated Maricopa County |
| | 26 Wickenburg |
| | 27 Youngtown |

| | |
|-----------------------------|---|
| Project Type Applicability | Street Outreach |
| Data Collected About | All Clients |
| Workflow/Assessment | Outreach Universal Engagement Assessment |
| Collection Point | Occurrence |
| Relationship to Enrollment | One City of First Contact per enrollment |
| Relationship to Client | One or more City of First Contact per client |
| Owner for Changes | Data Sub-Committee |
| System Logic & Other Issues | The intent of the question is to capture the city of first contact with an HMIS provider. If this field is already filled in, you do not need to change it. |

4.8 Client Contact

| Header | Instruction |
|-----------------------------|---|
| Element Name | Client Contact |
| Field 1 & Response | Start Date (Date) |
| Field 2 & Response | Client Phone Number (Text Box) |
| Field 3 & Response | Secondary Phone Number? (Text Box) |
| Field 4 & Response | Client Location: (Text Area) |
| Field 5 & Response | Additional Notes: (Text Area) |
| Field 6 & Response | Case Manager/Navigator Contact Info: (Text Area) |
| Project Type Applicability | All Projects |
| Data Collected About | Heads of households |
| Workflow/Assessment | Coordinated Entry and Vulnerability Assessment FHH - Screening Assessment (CE) |
| Collection Point | Entry, Occurrence |
| Relationship to Enrollment | One Client Contact per enrollment |
| Relationship to Client | One or more Client Contact per client |
| Owner for Changes | Single Adult Coordinated Entry Lead Family Coordinated Entry Lead |
| System Logic & Other Issues | This data element is used to record client contact information. This information is used to help locate clients who become eligible for services. |

4.9 VI-SPDAT

| Header | Instruction |
|----------------------------|--|
| Element Name | VI-SPDAT |
| Field 1...n & Response | Refer to OrgCode.com |
| Project Type Applicability | Coordinated Entry |
| Data Collected About | Heads of households |
| Workflow/Assessment | Coordinated Entry and Vulnerability Assessment |
| Collection Point | Entry |
| Relationship to Enrollment | One VI-SPDAT per enrollment |
| Relationship to Client | One or more VI-SPDAT per client |
| Owner for Changes | OrgCode Consulting, Inc. |

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|-----------------------------|---|
| System Logic & Other Issues | This data element is used to assess a single adult client’s vulnerability. Development of the tool is by an external entity, OrgCode Consulting, Inc. |
|-----------------------------|---|

4.10 TAY-VI-SPDAT

| Header | Instruction |
|-----------------------------|---|
| Element Name | TAY-VI-SPDAT |
| Field 1...n & Response | Refer to OrgCode.com |
| Project Type Applicability | Coordinated Entry |
| Data Collected About | Heads of households |
| Workflow/Assessment | Coordinated Entry and Vulnerability Assessment |
| Collection Point | Entry |
| Relationship to Enrollment | One VI-SPDAT per enrollment |
| Relationship to Client | One or more VI-SPDAT per client |
| Owner for Changes | OrgCode Consulting, Inc. |
| System Logic & Other Issues | This data element is used to assess a youth’s (clients under 24 years of age) vulnerability. Development of the tool is by an external entity, OrgCode Consulting, Inc. |

4.11 VI-F-SPDAT

| Header | Instruction |
|-----------------------------|--|
| Element Name | VI-F-SPDAT |
| Field 1...n & Response | Refer to OrgCode.com |
| Project Type Applicability | Coordinated Entry |
| Data Collected About | Heads of households |
| Workflow/Assessment | Coordinated Entry and Vulnerability Assessment |
| Collection Point | Entry |
| Relationship to Enrollment | One VI-SPDAT per enrollment |
| Relationship to Client | One or more VI-SPDAT per client |
| Owner for Changes | OrgCode Consulting, Inc. |
| System Logic & Other Issues | This data element is used to assess a family’s vulnerability. This is specifically used for households that include children. Development of the tool is by an external entity, OrgCode Consulting, Inc. |

Local Data Element Mapping

D.1 Race and Ethnicity – Dashboard – General

| Header | Instruction |
|-----------------------------|--|
| Original Field | Race and Ethnicity |
| Purpose | With the 2024 HUD HMIS Data Standards, there are a substantial number of possible values for the ‘Race and Ethnicity’ field. For the purposes of review and visualizations, this number of values was not manageable. As a result, the Race Equity Collaborative approved groupings of the ‘Race and Ethnicity’ field for the purposes of visualization. |
| Use Cases | All Dashboard except ‘Maricopa – Racial Disparities in Poverty’ Report groupings as appropriate |
| Owner for Changes | Race Equity Collaborative |
| System Logic & Other Issues | N/A |

| | |
|---|---|
| Category & Mapping | Race and Ethnicity – Dashboard – General |
| Black, African American, or African | Use when 'Race and Ethnicity' is "Black, African American, or African" exactly. |
| White – Non-Hispanic | Use when 'Race and Ethnicity' is "White" exactly. |
| American Indian, Alaska Native, or Indigenous | Use when 'Race and Ethnicity' is "American Indian, Alaska Native, or Indigenous" exactly. |
| Asian or Asian American | Use when 'Race and Ethnicity' is "Asian or Asian American" exactly. |
| Middle Eastern or North African | Use when 'Race and Ethnicity' is "Middle Eastern or North African" exactly. |
| Native Hawaiian or Pacific Islander | Use when 'Race and Ethnicity' is "Native Hawaiian or Pacific Islander" exactly. |
| Hispanic/Latina/e/o | Use when 'Race and Ethnicity' is "Hispanic/Latina/e/o; White" or "Hispanic/Latina/e/o" exactly. |
| Missing Data | Use when 'Race and Ethnicity' is "Client doesn't know", "Client prefers not to answer", "Data not collected", or the value is null. |
| Multi-Racial | Use when 'Race and Ethnicity' does not meet any of the categories above. |

D.2 Race and Ethnicity – Dashboard – Race Census Mapping

| Header | Instruction |
|---|---|
| Original Field | Race and Ethnicity |
| Purpose | <p>The categorizations approved by the Race Equity Collaborative in element D.1 do not accommodate comparisons with Census data. The 'Maricopa – Racial Disparities in Poverty' dashboard compares HMIS and Census data. In order to continue this comparison after the HUD 2024 HMIS Data Standards, a new set of categorizations was developed.</p> <p>This set of groupings was designed to align with the Census 'Race' values.</p> |
| Use Cases | <p>For the 'Maricopa – Racial Disparities in Poverty' dashboard only</p> <p>For any reporting comparing HMIS and Census race and ethnicity data</p> |
| Owner for Changes | Solari |
| System Logic & Other Issues | To align with the census, field D.2 is designed to only consider race categories that align with the census. Unlike the HUD 2024 HMIS Data Standards, the Census still differentiates between 'Race' and 'Ethnicity'. As a result, all values representing "Hispanic/Latina/e/o" as the sole selection are categorized with "White". |
| Category & Mapping | Race and Ethnicity – Dashboard – Race Census Mapping |
| Black, African American, or African | Use when 'Race and Ethnicity' is "Black, African American, or African" or "Black, African American, or African;Hispanic/Latina/e/o". |
| White | Use when 'Race and Ethnicity' is "White", "Middle Eastern or North African", "Hispanic/Latina/e/o; White", "Hispanic/Latina/e/o", or "Hispanic/Latina/e/o;Middle Eastern or North African". |
| American Indian, Alaska Native, or Indigenous | Use when 'Race and Ethnicity' is "American Indian, Alaska Native, or Indigenous" or "American Indian, Alaska Native, or Indigenous;Hispanic/Latina/e/o". |
| Asian or Asian American | Use when 'Race and Ethnicity' is "Asian or Asian American" or "Asian or Asian American;Hispanic/Latina/e/o". |
| Native Hawaiian or Pacific Islander | Use when 'Race and Ethnicity' is "Native Hawaiian or Pacific Islander" or "Hispanic/Latina/e/o;Native Hawaiian or Pacific Islander". |
| Missing Data | Use when 'Race and Ethnicity' is "Client doesn't know", "Client prefers not to answer", "Data not collected", or the value is null. |

| | |
|--------------|--|
| Multi-Racial | Use when 'Race and Ethnicity' does not meet any of the categories above. |
|--------------|--|

D.3 Race and Ethnicity – Dashboard – Ethnicity Census Mapping

| Header | Instruction |
|-----------------------------|---|
| Original Field | Race and Ethnicity |
| Purpose | The categorizations approved by the Race Equity Collaborative in element D.1 do not accommodate comparisons with Census data. The 'Maricopa – Racial Disparities in Poverty' dashboard compares HMIS and Census data. In order to continue this comparison after the HUD 2024 HMIS Data Standards, a new set of categorizations was developed. This set of groupings was designed to align with the Census 'Ethnicity' values. |
| Use Cases | For the 'Maricopa – Racial Disparities in Poverty' dashboard only For any reporting comparing HMIS and Census race and ethnicity data |
| Owner for Changes | Solari |
| System Logic & Other Issues | To align with the census, field D.3 is designed to only consider ethnicity categories that align with the census. Unlike the HUD 2024 HMIS Data Standards, the Census still differentiates between 'Race' and 'Ethnicity'. As a result, all values representing for 'Race and Ethnicity' are either mapped to "Hispanic/Latina/e/o" or "Non-Hispanic/Latina/e/o". |
| Category & Mapping | Race and Ethnicity – Dashboard – Ethnicity Census Mapping |
| Hispanic/Latina(o)(x) | Use when "Hispanic/Latina/e/o" is present in the 'Race and Ethnicity' value. |
| Not Hispanic/Latina(o)(x) | Use when "Hispanic/Latina/e/o" is not present in the 'Race and Ethnicity' value. |

D.4 Gender – Dashboard – General

| Header | Instruction |
|---|--|
| Original Field | Gender |
| Purpose | With the 2024 HUD HMIS Data Standards, there are a substantial number of possible values for the 'Gender' field. For the purposes of review and visualizations, this number of values was not manageable. As a result, the Race Equity Collaborative approved groupings of the 'Gender' field for the purposes of visualization. |
| Use Cases | All Dashboards Report groupings as appropriate |
| Owner for Changes | Race Equity Collaborative |
| System Logic & Other Issues | When grouping 'Gender' values into the categories described under the 'Category & Mapping' section below, each check should be done in the order as listed. |
| Category & Mapping | Gender – Dashboard – General |
| Questioning | Use when "Questioning" is present in the 'Gender' value. |
| Transgender | Use when 'Gender' is "Man (Boy, if child); Transgender", "Woman (Girl, if child); Transgender", or "Transgender". |
| Missing Data | Use when 'Gender' is "Client doesn't know", "Client prefers not to answer", "Data not collected", or is null. |
| No Single Gender | Use when 'Gender' does not meet any of the above criteria and contains a semi-colon. |
| Culturally Specific Identity (e.g., Two-Spirit) | Use when 'Gender' is "Culturally Specific Identity (e.g., Two-Spirit)" exactly. |
| Non-Binary | Use when 'Gender' is "Non-Binary" exactly. |

| | |
|--------------------|--|
| Different Identity | Use when 'Gender' is "Different Identity" exactly. |
|--------------------|--|