

Alameda County

HMIS User Meeting
July 2025



Get ready for some trivia!!

Have your phone ready!



AGENDA

Announcements

Licenses

Deceased Toggle Refresher

[GNRL-409] Annual Assessment Overview Assessment
Report

Coming Soon! HUD Data Standards

Announcements



Clarity HMIS User Account Licenses



CLARITY
HUMAN SERVICES

Username

Password



SIGN IN

Clarity HMIS User Accounts

How to request an account:

1. Complete Required Training
2. Contact your Agency Lead
3. Your Agency Lead will contact Bitfocus Help Desk to set up your account.
(Email: alameda@bitfocus.com)



Clarity HMIS User Accounts

What to consider before you request an account:



What level of access do I need?



Why do I need that level of access?



Can I have support for my reporting needs?


Deceased Toggle Refresher




Deceased Toggle Refresher

1. Update the Client Profile Page with deceased information.
2. Exit the client from all active program enrollments for your agency in HMIS . If the client was recently referred to a program with your agency, deny their referral and exit the client from the Coordinated Entry Program. If the client is actively enrolled in multiple programs, submit a ticket to HMISsupport@achmis.org to have the additional programs exited.
3. Enter a public alert into HMIS to inform other partner agencies within the CoC that the client has passed away and the date they passed away.

Client is Deceased ☒

 **If the participant becomes deceased, please set the toggle to "ON" and completed the Estimated Date of Death and Note fields that appear.**

Estimated Date of Death 

Note

[GNRL-409] Annual Assessment Overview



[GNRL-409] Annual Assessment Overview

Annual Assessments

- Required by HUD
- 30 Days Before or After the Anniversary Date
- For All Program Types



[GNRL-409] Annual Assessment Overview

Annual Assessment Overview

****Alameda County CE Agency (Test)**

Multiple Programs

Multiple Statuses

Date Range: 01/01/2025 thru 07/21/2025

250 char and the list does grow per the max length of a program

Annual Assessment Overview

Annual Assessment Status	Completed	Completed Out of Range	Past Due	Due	Assessment Window Opening in 30 Days	Not Due	Enrolled Less than 1 Year	Data Issue	Exited Before HoH's 1st Anniversary
# of Assessments	0	0	4	0	0	2	0	3	0

Client Detail

Unique ID	Client Name	Relationship to HoH	Start Date	Exit Date	LOS	Expected Annual Assessment Count	Completed Annual Assessment Count	Last Annual Assessment Date	Last Annual Assessment Status	Next Annual Assessment Due	Next Annual Assessment Status	Assigned Staff	More Info
DD7C1F7A1	Derby, Skippy	Self	12/23/2020	-	1,672	4	0	-	Past Due	12/23/2025	Not Due	T. 22	More Info
510F5AE66	Derby, Junior	Head of household's child	04/11/2019	-	2,294	0	0	-	Data Issue	-	-	T. 22	More Info
8A2A7FF02	High, Stitch	Head of household's child	01/04/2021	-	1,660	0	0	-	Data Issue	-	-	T. 22	More Info
D418A2CC8	High, Xochi	Head of household's child	01/04/2021	-	1,660	0	0	-	Data Issue	-	-	T. 22	More Info
5F8E37C7A	Uhura, Nyota	Self	12/06/2024	-	228	0	0	-	-	12/06/2025	Not Due	J. Noe	More Info

Number of Persons: 5

[GNRL-409] Annual Assessment Overview

Completed	Completed Out of Range	Past Due	Due	Assessment Window Opening in 30 Days	Not Due	Enrolled Less than 1 Year	Data Issue	Exited before HoH's 1st anniversary
Completed within the expected timeline (+/- 30 days from anniversary date)	Completed outside of the expected timeline (+ 31 days from the anniversary date)	No relevant completed assessment compared to the anniversary date.	Assessment Due Date is within +/- 30 Days from the anniversary date.	Assessment Due Date is 31-60 Days Away from the anniversary date.	Assessment Due Date is 61+ Days Away from the anniversary date.	Client was exited prior to 365 Days from the anniversary date.	Annual Assessment Dates cannot be inferred due to no HoH or other data issues.	Client exited in Report Date Range before HoH's 1st anniversary date.

Examples of Annual Assessments

Status Assessments

Assessment Due - December 23rd 2021

No Statuses

Assessment due every year

Notification: **OFF** 



**PAST
DUE!**

Examples of Annual Assessments

Enroll Program for client Test Test

Project Start Date

06/30/2024



Status Assessments (+)

06/29/2025

ANNUAL



COMPLETED!

Examples of Annual Assessments

Enrollment

History

Provide Services


Assessments


Forms

Enroll Program for client Skippy Derby

Project Start Date

08/01/2023



Status Assessments 

10/01/2024

ANNUAL





OUT OF RANGE

Examples of Annual Assessments

Enrollment History Provide Services Assessments Forms

Enroll Program for client Test Test

Project Start Date 06/15/2024 

Status Assessments 

08/01/2025 ANNUAL



COMPLETED!

HUD Data Standards



HUD Data Standards

What are HUD Data Standards?

- A standardized way to collect data across HMIS systems about individuals and families experiencing homelessness.
- The data elements required in an HMIS to meet participation and reporting requirements established by HUD and the federal partners.
- Planning is underway!





QUESTIONS?

Join us!

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Every 2nd Tuesday of the month at 10:00 am

Register | [HERE](#)

Alameda County User and Liaisons Meeting

Every 4th Thursday of the month

Alameda Users 10a-11a

Agency Liaisons 11a-12p

Register | [HERE](#)

Alameda County General Refresher Training

Tuesday, July 29th @ 10a

Register | [HERE](#)



For support:

Alameda County HMIS Support Ticket:

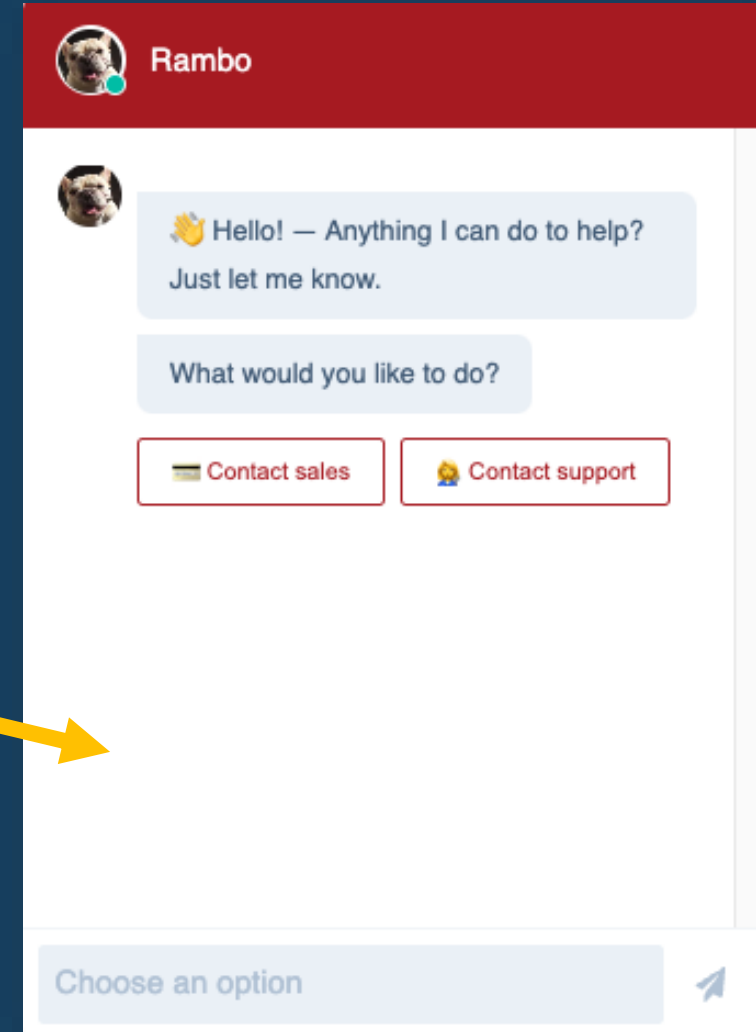
Email: hmissupport@achmis.org

Bitfocus Help Desk:

For support that includes:

- New User Requests (Including CE)
- Password Reset
- Login Issues
- Chat

Email: Alameda@bitfocus.com



Alameda County

HMIS Agency Liaison Meeting
July 2025



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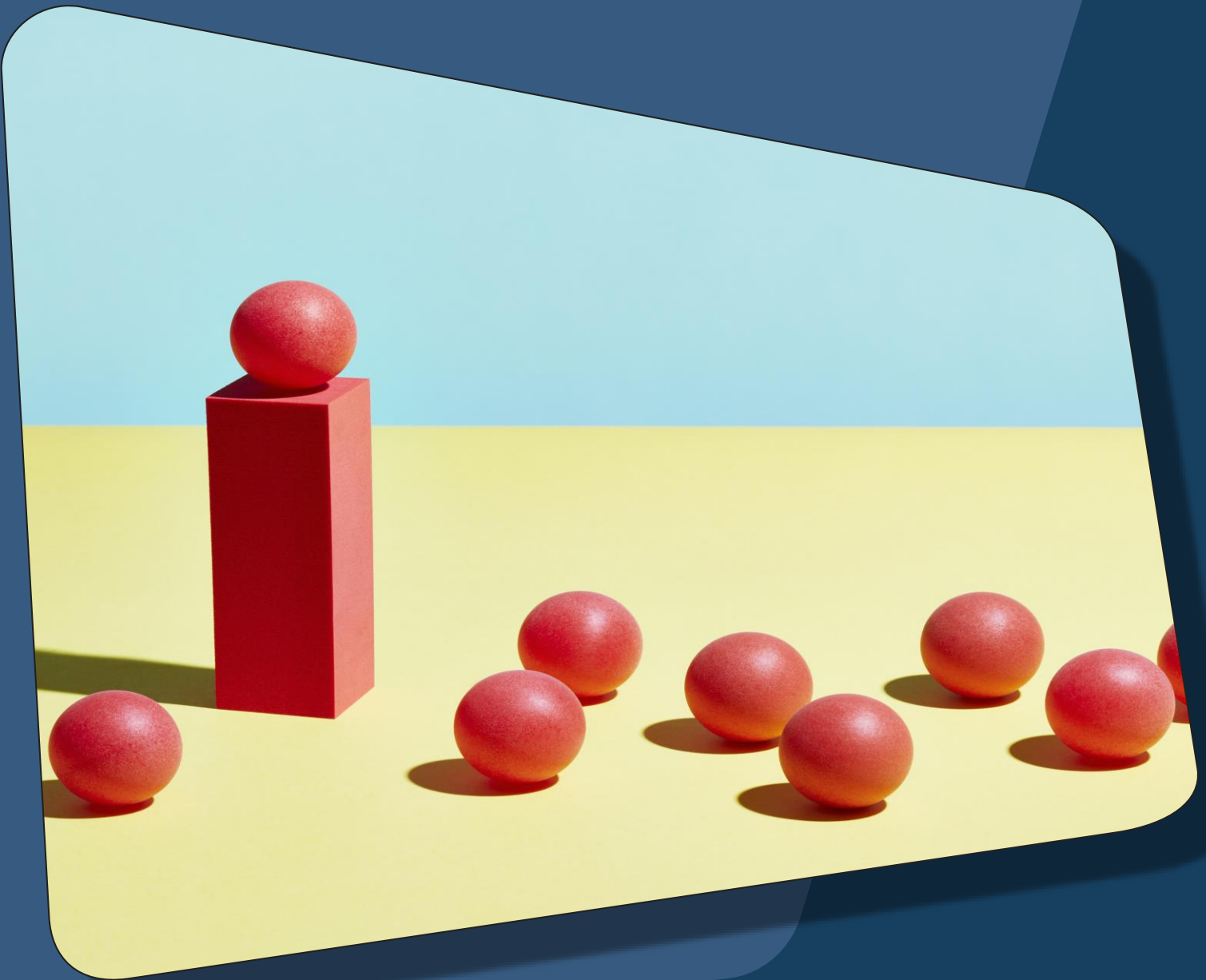
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Reporting- Supporting your team



Reporting – Supporting your team



To ensure Annual Assessments are completed on time, what main report can you use to track your client's progress?

- A. [GNRL-401] VI-SPDAT Details Report
- B. [OUTS-108] CE Demographics Report
- C. [GNRL-409] Annual Assessment Overview
- D. [GNRL-400] Program Linked Service Review

[GNRL-409] Annual Assessment Overview

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Reporting – Supporting your team



When checking your program's data quality, which report is the most helpful?

- A. [OUTS -205] Program Recidivism
- B. [HUD-225] HMIS Data Quality Report
- C. [GNRL-102] Client List
- D. [GNRL-403] Public Alert Notice

[HUDX-225] HMIS Data Quality Report

HMIS Data Quality Report [FY 2022]

Q1. Report Validation Table

Program Applicability: All Projects

Category
Total number of persons served
Number of adults (age 18 or older)
Number of children (under age 18)
Number of persons with unknown status
Number of leavers
Number of adult leavers
Number of adult and head of household leavers
Number of stayers
Number of adult stayers
Number of veterans
Number of chronically homeless
Number of youth under age 25
Number of parenting youth under age 25
Number of adult heads of household
Number of child and unknown heads of household
Heads of households and adult heads of households

Q2. Personally Identifiable Information (PII)

Program Applicability: All Projects

Data Element

Name (3.01)

Social Security Number (3.02)

Date of Birth (3.03)

Race and Ethnicity (3.04)

Gender (3.06)

Overall Score

Q3. Universal Data

Program Applicability: All Projects

Data Element

Veteran Status (3.07)

Project Start Date (3.08)

Relationship to Head of Household (3.15)

Enrollment CoC (3.16)

Disabling Condition (3.08)

Q4. Income and Housing Data Quality

Program Applicability: All Projects

Data Element	Client Doesn't Know/Prefers Not to Answer	Information Missing	Data Issues	Total	% of Issue Rate
Destination (3.12)	0	0		0	0.00%
Income and Sources (4.02) at Start	0	5	0	5	17.24%
Income and Sources (4.02) at Annual Assessment	0	23	0	23	100.00%
Income and Sources (4.02) at Exit	0	0	0	0	0.00%
Non-Cash Benefits (4.03) at Start*	0	5	1	6	20.69%
Non-Cash Benefits (4.03) at Annual Assessment*	0	23	0	23	100.00%
Non-Cash Benefits (4.03) at Exit*	0	0	0	0	0.00%

Note: * denotes additional rows, not provided by HMIS Reporting Glossary

Enrollment CoC (3.16)	0	0	0	0	0.00%
Disabling Condition (3.08)	0	1	1	2	6.45%

Reporting – Supporting your team



For Housing Report, what report can you run to see a snapshot of which clients have/have not moved into housing?

- A. [DQXX-103] Monthly Staff Report
- B. [GNRL-242] Client Project Stay Issues
- C. [GNRI-111] Attendance by Days Served
- D. [GNRL-106] Program Roster

[GNRL-106] Program Roster

Program: AbS-CAF-PSH-Alameda County Impact-CoC																
Referral, Unqualified	65B29BADB	02/03/1989	31	36	08/31/2020	-	1,786	08/31/2020	0	0	0	A. Wilson*	n/a	n/a	n/a	n/a
Cedar, John	240490247	01/01/2001	22	24	04/19/2023	-	825	undefined	0	0	0	R. Abadajos	n/a	n/a	n/a	n/a
Number of Enrollments: 2 Number of Unique Clients: 2 Number of Households: 2																
Program: AbS-CAF-PSH-Bridgeway SHP-CoC																
Referral, Unqualified	65B29BADB	02/03/1989	31	36	08/31/2020	-	1,786	08/31/2020	0	0	0	A. Wilson*	n/a	n/a	n/a	n/a
Day, Happy	D0E4D3CD5	01/01/1996	27	29	09/20/2023	-	671	undefined	0	0	0	R. Abadajos	n/a	n/a	n/a	n/a
Number of Enrollments: 2 Number of Unique Clients: 2 Number of Households: 2																
Program: AbS-CAF-PSH-Laguna Commons-CoC																
Rain, Hope	B6071F48D	01/25/1995	28	30	06/22/2023	-	761	undefined	0	0	0	R. Abadajos	n/a	n/a	n/a	n/a
Baby, Bittfocus	32851F4BC	01/01/2020	3	5	06/22/2023	-	761	undefined	0	0	0	R. Abadajos	n/a	n/a	n/a	n/a
Test, Tanya	1A7270C26	03/15/1997	26	28	06/27/2023	01/28/2025	581	undefined	2	0	0	R. Abadajos	n/a	n/a	n/a	n/a
Pickle, Sue	E2F85A4AA	04/11/2019	5	6	01/28/2025	-	175	undefined	0	0	0	R. Abadajos	n/a	n/a	n/a	n/a
Number of Enrollments: 4 Number of Unique Clients: 4 Number of Households: 3																

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