

Alameda County HMIS

Monthly User Meeting | June 2025



Agenda

Welcome Introductions!

Trivia Icebreaker!

Announcements

DV Questions Update

CE Overview

Case Study

Files

Helpful Reports

Music Trivia Ice Breaker!

Get your phones ready!

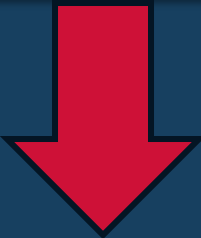


Announcements



DV Questions Update

Survivor of Domestic Violence	Yes	▼	Last Occurrence	Within the past three	▼
Are you currently fleeing?	Yes	▼			

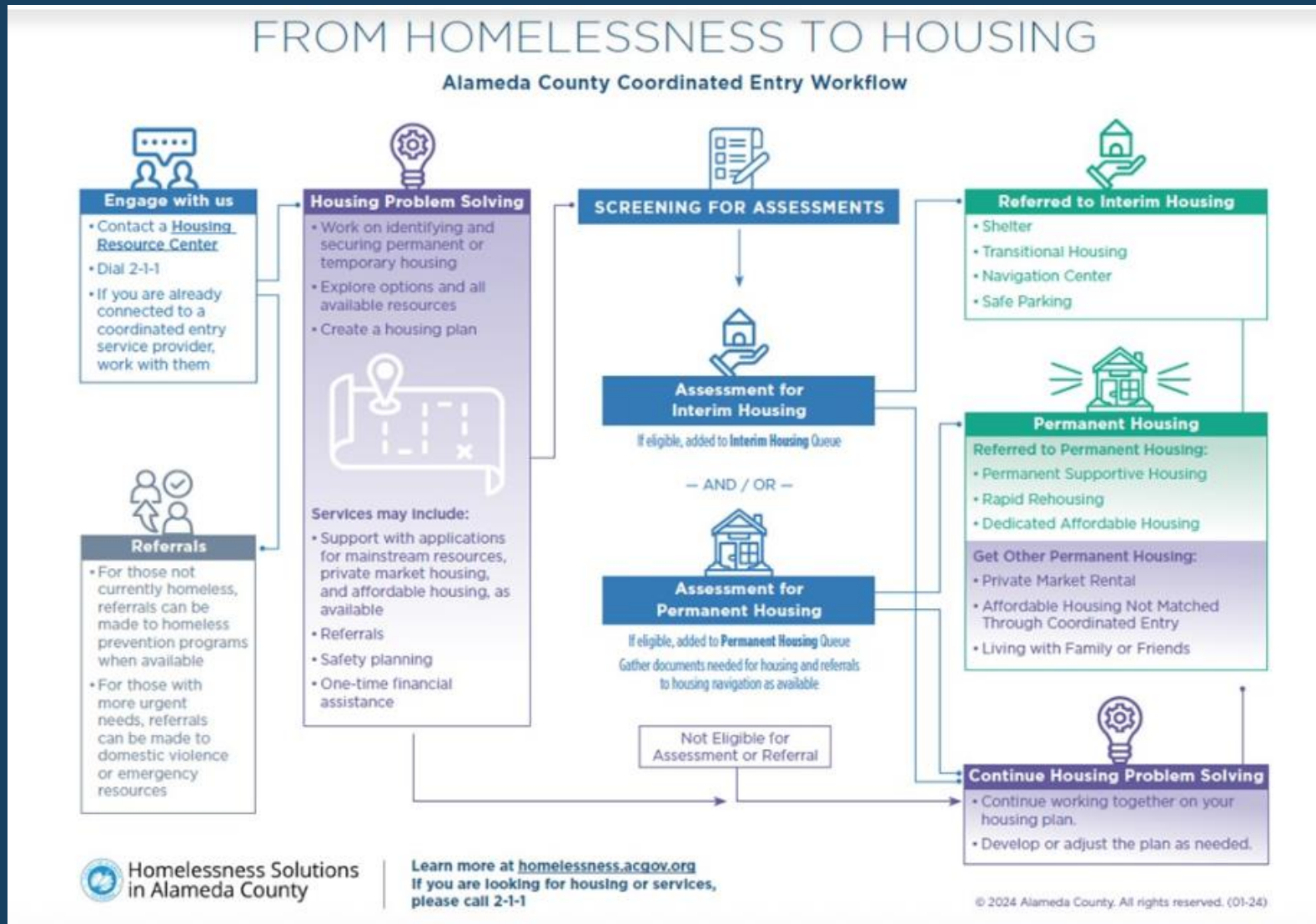


Have you experienced a past or current relationship that was controlling and/or abusive? This includes domestic violence, dating violence, sexual assault, stalking, and human trafficking.	Yes	▼
When was the last time that you felt unsafe or threatened in a relationship?	Within the past three months	▼
Are you currently seeking safety from a relationship that is controlling and/or abusive? This includes domestic violence, dating violence, sexual assault, stalking, and human trafficking.	Yes	▼



Coordinated Entry Overview

Coordinated Entry Overview



Case Study



Case Study Scenario #1

The Doe family, comprising Maria (35), her one child, Daniel (10), became homeless after Ms. Doe lost her job due to a company downsizing. They were in an emergency shelter before enrolling in the Rapid Rehousing (RRH) program in 2020.

While enrolled in RRH, the family located housing and employment and exited the program in 2022 after stabilizing in their new home.

Unfortunately, due to budget cuts, Maria was laid off from her job and lost their apartment. The family was referred to the same RRH Program in 2025.

Discussion: Should the family's original enrollment be reopened, or should they start a new enrollment?



Case Study #2

Jim has been staying in an encampment at Lake Merritt, where providers have contacted Jim through Street Outreach.

To keep Jim's enrollment active, a Current Living Situation assessment and services should have been recorded, but were not entered into Clarity HMIS, and Jim was auto-exited from the program after 90 days.

Discussion: Should Jim's original enrollment be reopened to record activity? Or should there be a new enrollment for the same program?

Uploading Client Files



Uploading Client Files

Examples of Client Files:

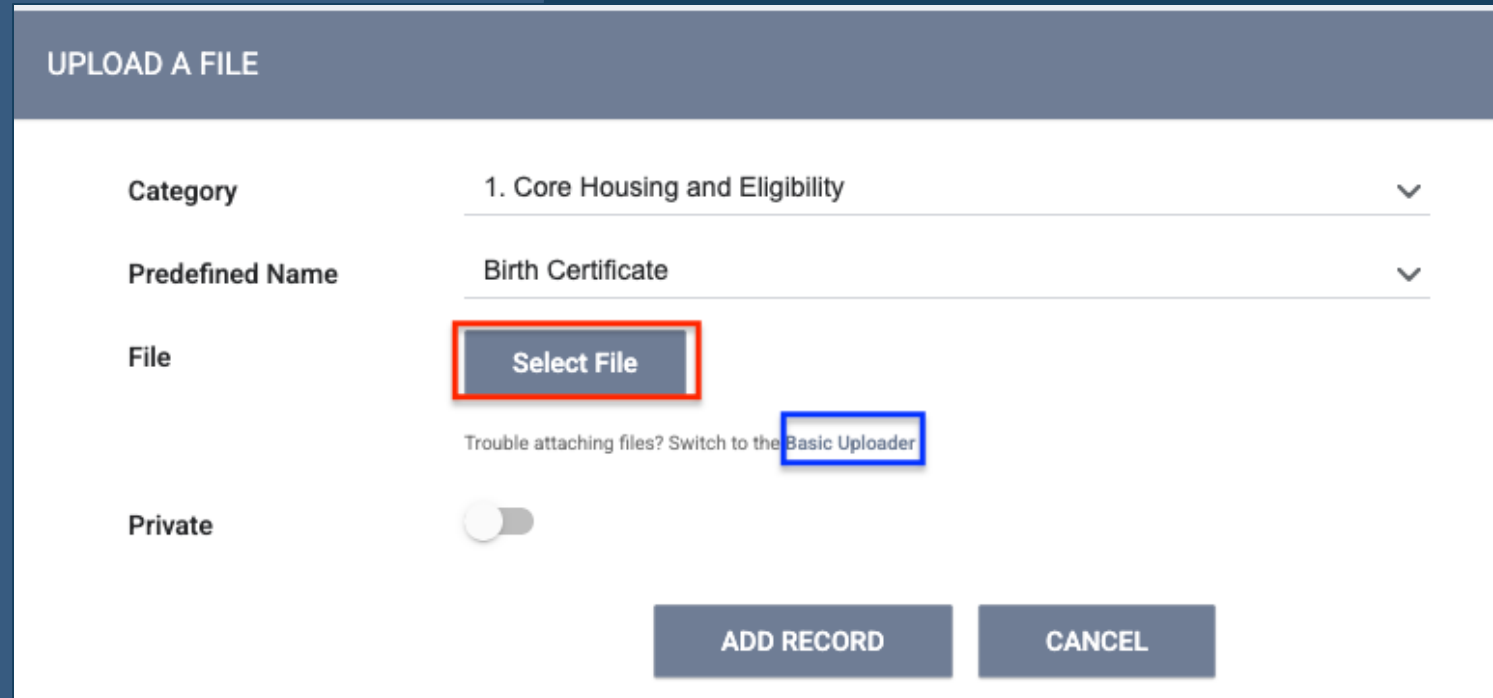
- Uploading third-party documentation of homelessness
- Scanning and storing forms of client identification
- Keeping agency agreements and signed policies
- Sharing files as part of the community's Coordinated Entry process



Uploading Client Files

Uploading New Files

- Click ADD FILE.
- Select the most appropriate **Category** and **Name** for the file.
- Click *Select File* to upload the file from your computer or device. *If you're unable to upload the file by clicking Select File, you can use the Basic Uploader.*



The screenshot shows a web form titled "UPLOAD A FILE". It contains several fields: "Category" with a dropdown menu showing "1. Core Housing and Eligibility"; "Predefined Name" with a dropdown menu showing "Birth Certificate"; "File" with a "Select File" button highlighted by a red rectangle; and "Private" with a toggle switch. Below the "File" field, there is a link "Trouble attaching files? Switch to the Basic Uploader" where "Basic Uploader" is highlighted by a blue rectangle. At the bottom right, there are two buttons: "ADD RECORD" and "CANCEL".

Uploading Client Files

Things to keep in mind...

- Do not upload any information that can be sensitive or compromise safety.
- Be cautious about uploading personal client information.
- Only upload files to the client profile that the documentation is associated with.
- Files required by the agency/program may differ.



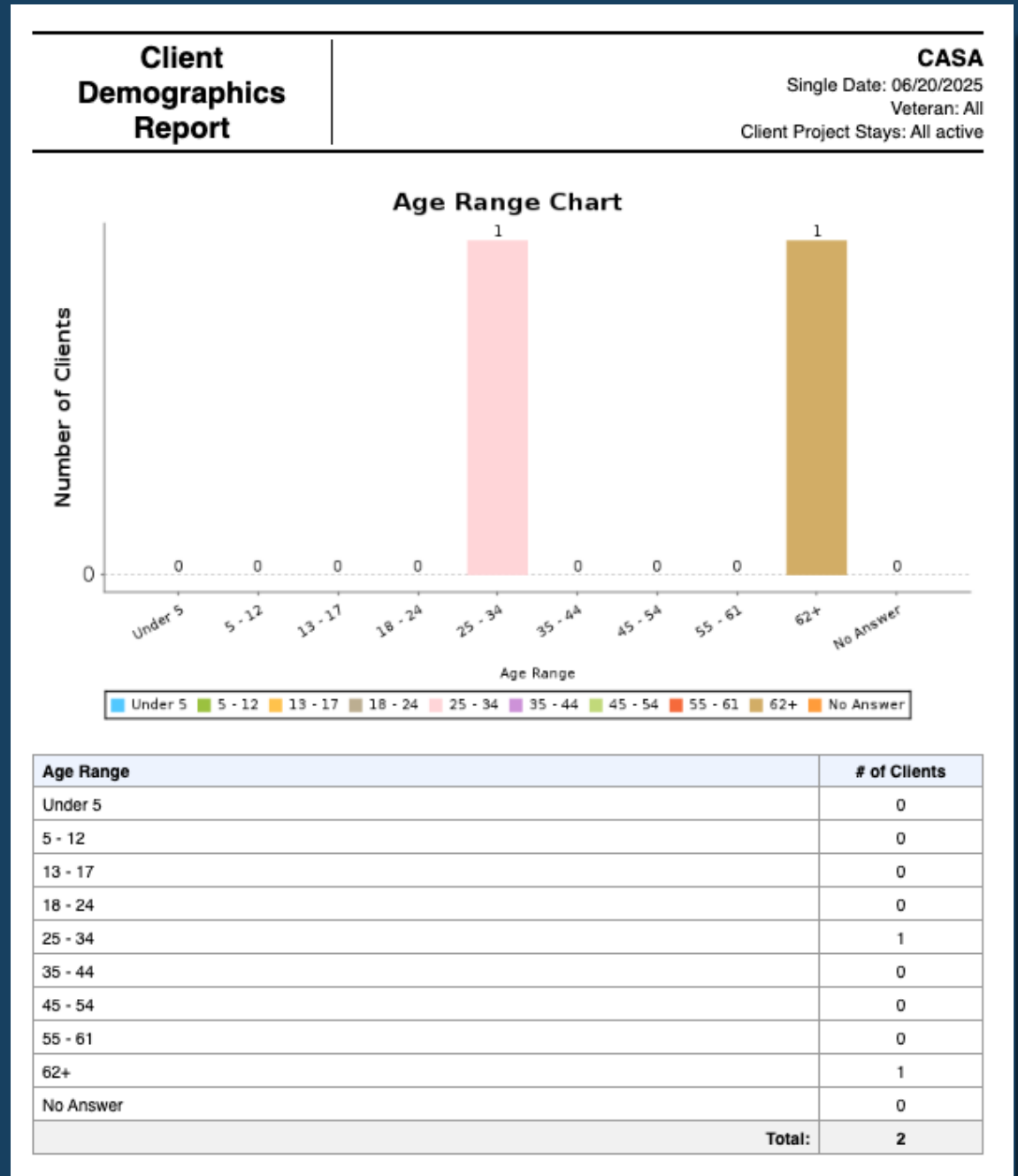
Helpful Reports



Helpful Reports

[OUTS-106] Client Demographics [Program Based]

- Report Library > Program-Based Reports
- This is a program-based report that provides client demographic details for selected programs.
- All users can run the report.



Helpful Reports

Client Reports



UNIQUE IDENTIFIER

9FA74831C ⓘ

CLIENT REPORTS	
[CLNT-101]	Case Notes
[CLNT-102]	Client History
[CLNT-103]	Photo ID Card - Sample
[CLNT-104]	Profile Screen
[CLNT-105]	Client Appointments
[CLNT-106]	Client Service Notes
[CLNT-125]	Client Summary
[CLNT-127]	Homeless Status Timeline
[CLNT-128]	Client Enrollment Details
[HUDX-233]	Client-Level System Use & Length of Time Homeless Report
[HUDX-233]	Client-Level System Use & Length of Time Homeless Report - Sharing Group Restr...

Helpful Reports

[STFF-103] User Active Caseload

- Report Library > Agency Management
- This report provides a detail of the current caseload for a user and the activities.
- All users can run the report.

User Active Caseload Report

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

User: Regina Abadajos
Program Status: active

Abode Services - HRC

Client	Unique ID	Birth Date	Household Member	Date Start	LoS	Assess-ments	Services
Day, Happy	D0E4D3CD5	01/01/1996	1	07/19/2023	706	1	0
One, Test	C85159182	01/01/1996	1	08/29/2023	665	2	0
Test, Tanya	1A7270C26	03/15/1997	1	09/10/2024	287	0	0

Total: 3

BDC Case Management

Client	Unique ID	Birth Date	Household Member	Date Start	LoS	Assess-ments	Services
Baby, Bitfocus	32851F4BC	01/01/2020	1	07/01/2022	1089	0	0

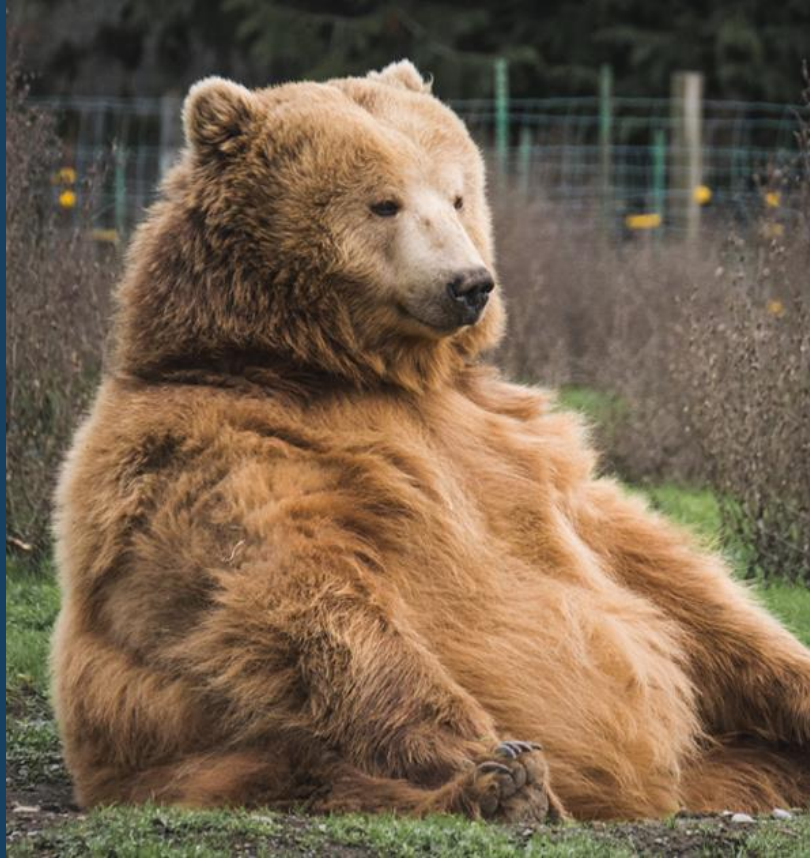
Total: 1

BDC Emergency Shelter

Client	Unique ID	Birth Date	Household Member	Date Start	LoS	Assess-ments	Services
One, Test	C85159182	01/01/1996	1	01/01/2025	0	0	0
Test, Tanya	1A7270C26	03/15/1997	1	09/24/2024	1	0	4

Total: 2

QUESTIONS?



“What do
you call a
bear without
any teeth?
A gummy
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Join us!

Alameda County Q&A Session

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

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Alameda County General Refresher Training

Tuesday, July 29th @ 10a

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For support:

Alameda County HMIS Support Ticket:

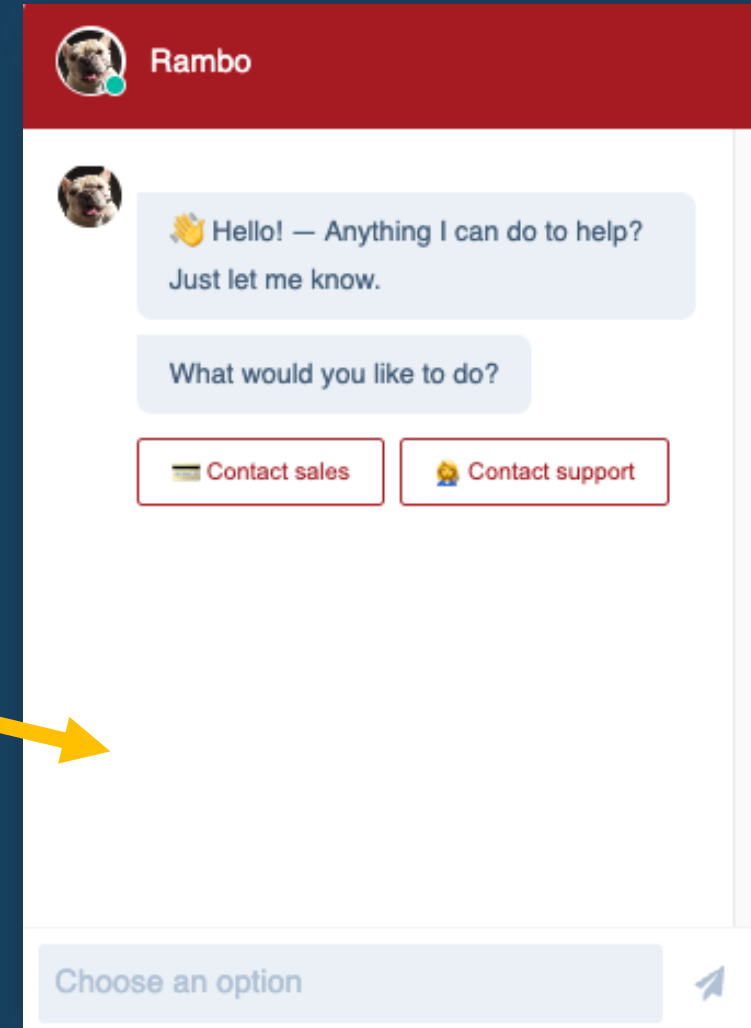
Email: hmissupport@achmis.org

Bitfocus Help Desk:

For support that includes:

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

Email: Alameda@bitfocus.com



Alameda County HMIS

Monthly Agency Lead Meeting
June 2025



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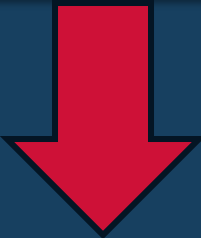


Announcements



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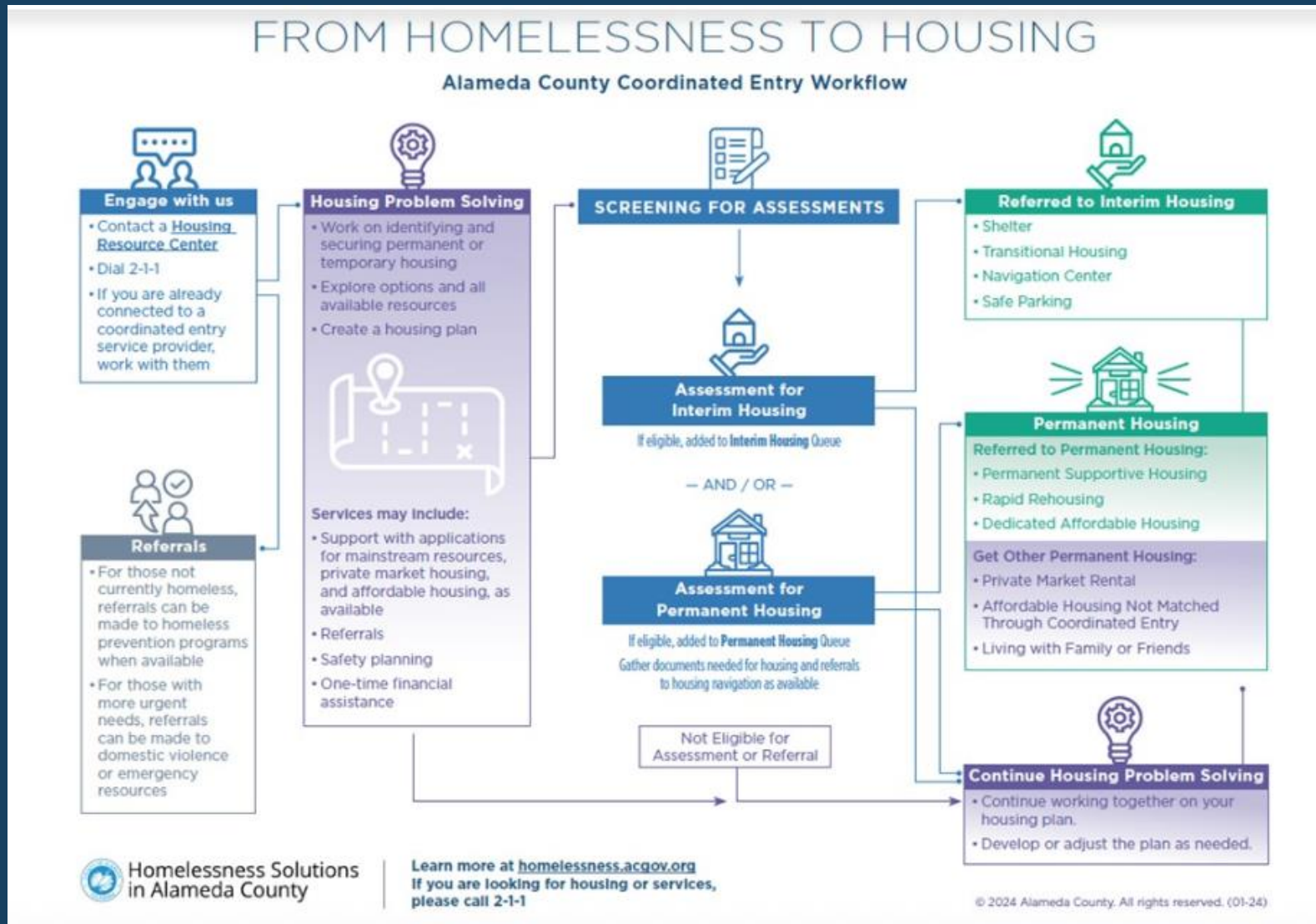
User Licenses



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Coordinated Entry Overview



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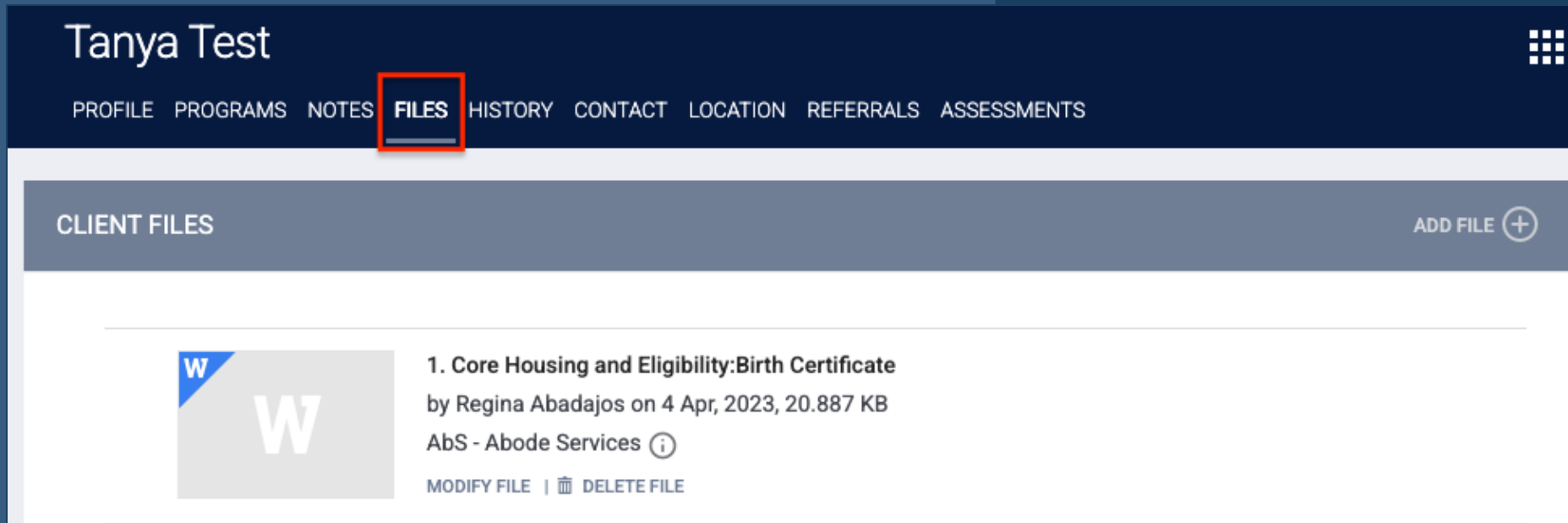
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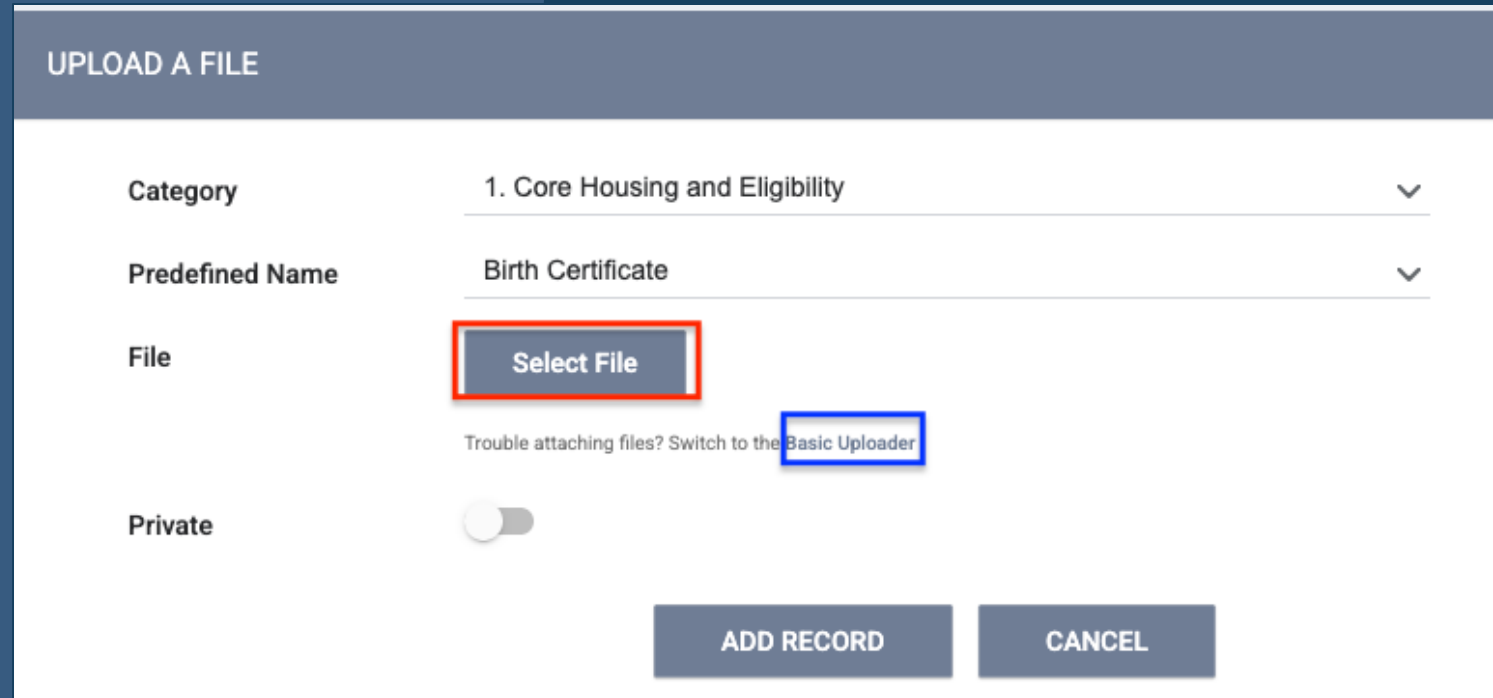


The screenshot shows a web interface for a client named "Tanya Test". The top navigation bar includes links for PROFILE, PROGRAMS, NOTES, FILES (which is highlighted with a red box), HISTORY, CONTACT, LOCATION, REFERRALS, and ASSESSMENTS. Below the navigation bar, the "CLIENT FILES" section is visible, featuring an "ADD FILE (+)" button. A single file is listed: "1. Core Housing and Eligibility: Birth Certificate" by Regina Abadajos, dated 4 Apr, 2023, with a size of 20.887 KB. The file is associated with "AbS - Abode Services" and includes icons for "MODIFY FILE" and "DELETE FILE".

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- Private:** A toggle switch that is currently turned off.
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Helpful Reports



Helpful Reports

[HSNG-104 Monthly Housing Report

- Report Library > Housing
- Residential projects are categorized by project type. It includes the average number of occupied beds and total available beds, data quality percentage, and count of unique clients.
- All users can run the report.

Monthly Housing Report

****Alameda County CE Agency (Test)**
May 2025

This report is a monthly review of Clarity participating housing programs. The average attendance displayed is the number of clients that held a bed night on average on any given day in the report period. If you have any questions, please do not hesitate to contact us.

Emergency Shelter – Entry Exit

Program Name	Average	DQ%	Unq
Abode Services - HRC	22/10	99%	18
Nates Test	1/0	100%	1

Emergency Shelter – Night-by-Night

Program Name	Average	DQ%	Unq
BDC Emergency Shelter	X	X	0

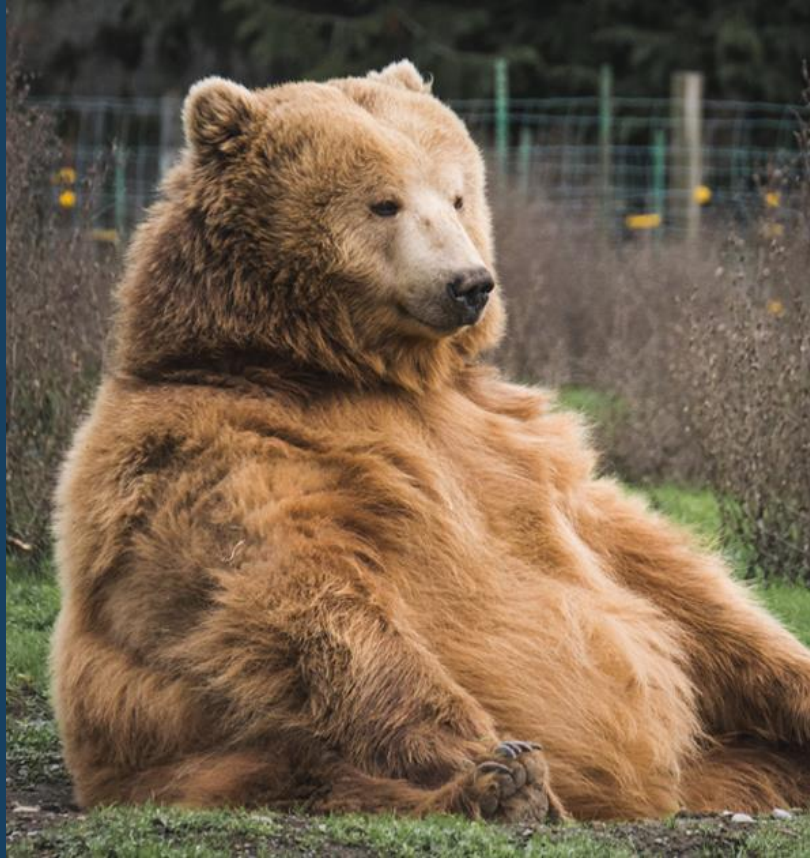
PH – Permanent Supportive Housing (disability required for entry)

Program Name	Average	DQ%	Unq
Teddie's Program (2 Assessments)	1/12	100%	1

Transitional Housing

Program Name	Average	DQ%	Unq
Alameda Awesome Program	X	X	0

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