

## **2023 Bridging The Gap (BTG) PIT Count Preparation Using HMIS Data**

### **Background**

Analysis of historical PIT count data reveals inconsistencies between individuals active in HMIS street outreach projects and individuals surveyed during the count. BTG requests that outreach agencies utilize the steps in this document to help prepare for the 2023 count. HMIS data shows the following counts of active clients and households as of January 4, 2023. Ideally, all outreach clients with active HMIS records will be found during the count.

<b>Clients Active in Street Outreach Projects, January 4, 2023</b>				
<b>Project Name</b>	<b>Active Clients</b>	<b>Active Households</b>	<b>Vets</b>	<b>Chronic Households</b>
FLC - HPO Kauai Street Outreach	184	111	3	44
FLC - HPO Maui Regions 1, 2, 3, 6	133	95	7	34
FLC - HPO Maui Regions 4, 5 - Street Outreach	67	46	3	24
FLC - Molokai Street Outreach (County Funded)	8	7		5
HOPE - HPO Hawaii Regions 1, 8, 9, 10	27	22	1	13
HOPE - HPO Hawaii Regions 2, 3, 4, 5, 6, 7	43	37	2	20
HOPE - PATH Street Outreach Program	33	33		22
MHK - PATH Maui County Street Outreach	19	19		2
SAFIS - Big Island Youth Street Outreach	1	1		
<b>BTG TOTAL</b>	<b>515</b>	<b>371</b>	<b>16</b>	<b>164</b>

### **Using Active Outreach Listings**

A key strategy for the PIT each year is for outreach agencies to use their HMIS active lists to help identify clients they should be finding and surveying during the count. For the count to improve, outreach agencies must set high standards for the whereabouts of the homeless clients they serve as indicated through active HMIS records.

### **Key Preparation Steps**

1. Outreach agencies should first print out their active client lists from the HMIS using the “Household Listing” report. Select your outreach project(s) and enter identical start/end date report parameters using today’s date. Export the output to Excel for a printable list to review.
2. The report can be used to begin “cleaning” the list of active clients leading up to the count. If a client is not being actively served and staff do not know their whereabouts, the client should be exited.
3. Clients that have become housed or sheltered should not be active in homeless outreach project(s). These types of clients should be discharged with appropriate exit destination information once housed or sheltered.

### **Next Steps**

1. The updated Household Listing report pulled close to the PIT count date of 1/22/23 will be the list of active HMIS unsheltered homeless persons to be located and surveyed during the unsheltered count. Clearly, there will be many more unsheltered homeless encountered during the PIT canvassing efforts that will not be active in HMIS street outreach projects.
2. Canvassing efforts during the PIT week should locate one hundred percent of these active clients and verify their homeless status. Planning efforts can also include prefilling PIT surveys for clients that agencies suspect will be unsheltered and have a high probability of residing in known locations during the count. These clients still must be verified as having been unsheltered on the night of the count during the week of the canvassing.