Projects for Assistance in Transition from Homelessness (PATH) HMIS Training

February 2, 2017

Background

► PATH program provides essential funding to support services for individuals with a serious mental illness, co-occurring disorders, who are experiencing homelessness or are at risk of homelessness

► To comply with federal funding requirements, grantees are required to report data relating to program implementation

► SAMHSA utilizes the data to describe and evaluate the program on a national basis. Essential for planning purposes

HMIS and PATH

► Utilizing the HMIS provides an opportunity to more effectively coordinate care and improve access to mainstream programs and housing resources

► Especially important since many of the clients served through the PATH programs are the highest acuity and most vulnerable

► SAMHSA's expectation was that all PATH grantees were utilizing the HMIS by end of June 2016

► SAMHSA and HUD have worked to align the PATH data elements with the 2014 HMIS Data Standards

Useful Resources

► Hawaii HMIS website

- Training & Support > HUD Documents
- Forms > PATH

► HUD Ask A Question (AAQ)

- https://www.hudexchange.info/program-support/my-question/
- Select "HMIS" under "My question is related to"

► HMIS Helpdesk

Definition of Terms

► Providers conducting Street Outreach may encounter challenges related to HMIS data collection, including:

- Infrequency of contact
- Time needed to collect accurate assessment data
- Lack of initial rapport
- Mental health and substance use challenges

► Data collection process in the HMIS is designed to support that workflow

Definition of Terms Cont.

► Contact – interaction b/w PATH-funded worker and individual who is potentially eligible or can be enrolled in PATH

- Can occur in street outreach setting or in service setting such as ES or drop-in center
- PSDE 4.12

► Engagement – point at which an interactive client relationship results in a deliberate client assessment or beginning of a case plan.

- One time event, may occur on or after project entry date.
- Must occur prior to PATH enrollment and project exit

Definition of Terms Cont.

► PSDE 4.13 – Date of Engagement

► Clients should not be enrolled in PATH w/o being engaged

► The ability for PATH-funded worker to obtain information about an individual on the street and the ability to "engage" with the client is synonymous

► Enrollment – PATH eligible individual and PATH provider have mutually agreed to engage in services/referrals

   ▪ PSDE 4.20 (PATH Status) provides more detail

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Definition of Terms Cont.

► PATH Eligible in HMIS terms:

- Mental Health problem
- Expected to be of long-continued and indefinite duration

► PATH enrollment date must be on or after the date of engagement

► Services:

- Specific PATH-funded assessment, benefit, or form of assistance provided to a PATH-enrolled individual
- Only reported for services to PATH enrolled individuals

► Referrals:

- Connecting PATH-enrolled clients to agency/org/services
- Only reported for referrals to PATH enrolled individuals

Project Exit: No Contact with Client

► No SAMHSA policy regarding duration of time that must pass between last contact in order for client to be considered exited

► Current CoC-established timeframe is 90 days

► Status of auto-exit functionality in CW

► Applicable to both Street Outreach and SSO project types

► Exit date will be dated as the date of last contact, however, discharge DE's will be defaulted to unk.

HMIS Projects: Funding Components

► PATH program includes two components:

- <u>Street Outreach:</u> used by PATH projects that provide outreach and engagement to clients living in places <u>not meant</u> for human habitation; e.g. streets, under bridges, vehicles, parks, abandoned buildings

- <u>Supportive Services:</u> used by PATH projects to provide outreach and engagement to those living in places meant for human habitation; e.g. shelter, doubled up in housing, at-risk of homelessness

HMIS Project Setup

► Per HUD Data Standards, projects operating more than one component may not be setup in the HMIS as a single project; e.g. PATH and ESG

► For reporting purposes no single project within the HMIS may have two project types.

► The above provides rationale for the current HMIS setup and why many orgs have two projects – one SSO and one Outreach project

Identifying Project Type for HMIS Data Entry

► PATH projects not typed within the HMIS by where the client is contacted, but rather by the client's primary place of residence at first contact (i.e. project entry)

► Even though it may be helpful to contact clients who generally reside on the streets in service settings (e.g. health clinics, drop-in-centers, a shelter lobby), they should be entered into the Street Outreach project

Client Primary Place of Residence

► To ensure the client is entered into the correct project, use the below guidance:

- Where did you stay last night?

  - ► If response is consistent with a place <u>not meant</u> for human habitation, enter into Street Outreach project

  - ► If response is consistent with a place <u>meant</u> for human habitation, including emergency shelters, enter into Support Services project

  - ► If client doesn't answer, wait until one is provided then enter into the HMIS at that point

  - ► If client is accidentally entered incorrectly, the project is not required to exit the client and reenter or otherwise alter the client's record

PATH Data Collection Requirements

▶ Required to collect all Universal Data Elements (UDE) and relevant Program Specific Data Elements (PSDE)

▶ HMIS website resources:

- Data dictionary

- Data Standards Manual

- PATH HMIS Program Manual

  ▶ Standardized services and referrals definitions (4.14A, 4.16A)

▶ Each referral should have resulting outcome at least by project exit

PATH Data Collection Requirements Cont.

▶ Only PATH-funded services and referrals are required to be collected in the HMIS

▶ PATH services/referrals provided to PATH-enrolled clients only

▶ Services provided before enrollment recorded as contacts

▶ Outreach projects expected to record every contact made with each client

▶ Reporting on data quality for SO projects is limited to clients with date of engagement

Project Exit

► Represents end of a client's participation with a project

► For non-residential projects, exit will be the last day a service was provided

► For PATH projects, exit date should coincide with the date that the client is no longer considered to be participating in the project

► Standards should be adopted and applied consistently

► Page 14 of program specific data manual

PATH Data Collection Workflow
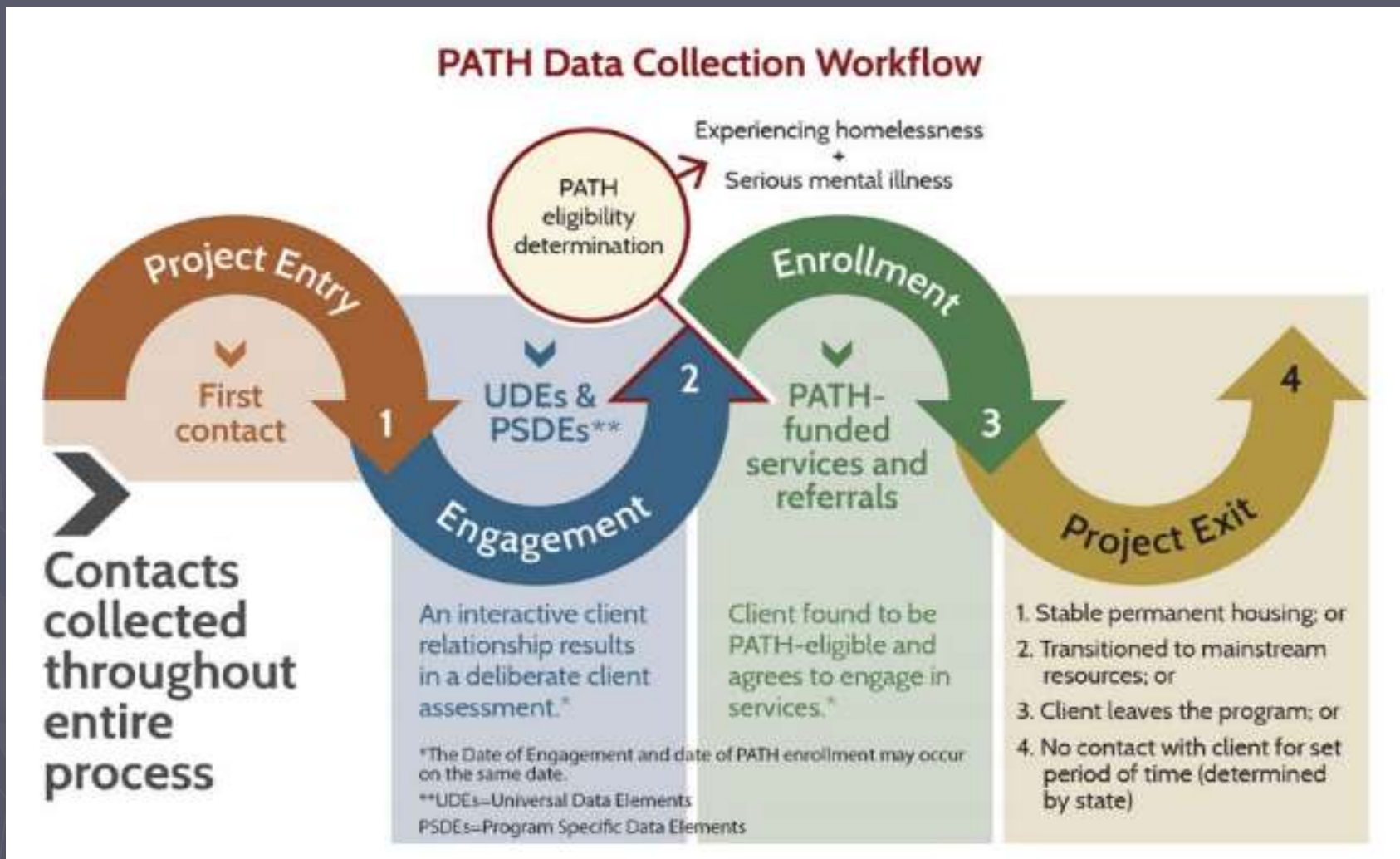
HUD System Performance Measures and PATH

► PATH project data collection affects HUD system performance measures that are reported for the entire CoC

► Measure 7a: Successful placement from street outreach

  ▪ Client Universe: persons in these projects that exited from SO during the report period

► Measure 7a does not require a Date of Engagement for client record to be included, only a project exit.

HMIS Data Collection

► Login

► Role Structure in CW

► + Help Files in left margin

► As we are going through, if there are suggestions as to how to simplify the data collection process please let me know

► Working through a single client workflow

► Contact vs Initial Engagement

HMIS Data Collection

► CM > Program Enrollment > Action gear > + Add PATH Contact

► Best to engage and PATH-enroll client on the same date

► Initial client engagement will generate the required HUD DS assessments

► Eligible Client – important to identify as having MH issue for them to be counted in the reporting