

HOPE HMIS Minimum Standards

Provider Type	Data Entry Standard	When	Data entry timeframe
All COC grantees*	<ul style="list-style-type: none"> ▪ <u>Full Name, SSN, DOB, Gender, Race, Ethnicity</u> ▪ Veteran status, disabling condition (Y/N), residence prior to program entry (prior living situation), ZIP code of last <i>permanent</i> address (the apartment, room, or house where the client last lived for 90 days or more) ▪ Program entry and exit dates 	<ul style="list-style-type: none"> ▪ On entry ▪ On Entry ▪ Entry/Exit 	Within 48 hours of client entry/exit
Housing providers	<ul style="list-style-type: none"> ▪ Client check-in/check-out through ShelterPoint (ServicePoint’s shelter system) 	<ul style="list-style-type: none"> ▪ On entry ▪ On exit 	
Emergency shelters	<ul style="list-style-type: none"> ▪ Institutional discharge status** 	<ul style="list-style-type: none"> ▪ On entry 	
Transitional and Permanent Supportive Housing <i>and</i> Supportive Services Only	<ul style="list-style-type: none"> ▪ Goal set of Self Sufficiency (Access to Mainstream Resources) in Case Plans. Status, outcome, and date of outcome documented. Referrals made and application assistance to mainstream resources provided ▪ Amount and source of Mainstream resources received, and if applicable, reason for loss of resources ▪ Employment status and if unemployed; Employment goal set in Case Plans. Services provided related to assisting client to gain employment, goal status/outcome documented 	<ul style="list-style-type: none"> ▪ On entry ▪ On entry ▪ On entry 	Within 5 “business” days of client entry
All COC grantees*	<ul style="list-style-type: none"> ▪ Income and income source ▪ Non cash benefits and source ▪ Disability type ▪ Domestic violence status ▪ Employment status (see above) ▪ Education history ▪ General health status, including pregnancy ▪ Veteran-specific information ▪ Children’s education ▪ Services received (should also include unmet needs) ▪ Reason for leaving ▪ Destination (including tenure and subsidy type, if any) 	<ul style="list-style-type: none"> ▪ On entry ▪ On entry ▪ On entry ▪ On entry ▪ On entry ▪ On entry ▪ On entry ▪ On entry ▪ On entry ▪ On entry ▪ On entry ▪ As occurs ▪ On exit ▪ On exit 	Within 14 days of client entry

¹ The HUD Program-Specific data elements are mandated only for providers that receive HUD McKinney-Vento or HOPWA funding for homeless services and that are required to submit an annual report.

* That serve homeless clients

** Substance abuse inpatient facility, mental health inpatient facility, foster care, jail/prison, hospital, military service