



Alameda County News

Alameda County ACHMIS News: July 2024

Welcome to the Alameda County HMIS newsletter!

In this month's edition, we will cover the following topics:



- Clarity Human Services July Features Updates: Increased Size Limit for Uploading Files
- Clarity Toolbox: Caseload Tab
- Enrollments with Inactive Staff Review
- Upcoming Events!



Clarity Human Services Updates

July Features Updates: Increased Size Limit for Uploading Files

Updated: Size Limit for Uploaded Files

You now have the ability to upload larger files *and* compressed files in the HMIS! We are very excited about this update and we know this will be very helpful to many users!

In all areas of the system where files or photos can be uploaded:

- The size of the file that can be uploaded has increased to 25 MB.
- Compressed files can now be uploaded.

This update applies to client files, client photos, staff photos, agency documents, vendor documents, ROIs, Encampment photos, and INVENTORY photos).

Stay tuned for our August Feature Updates article in next month’s newsletter - there are LOTS more useful updates coming soon and we can’t wait to share them with you!

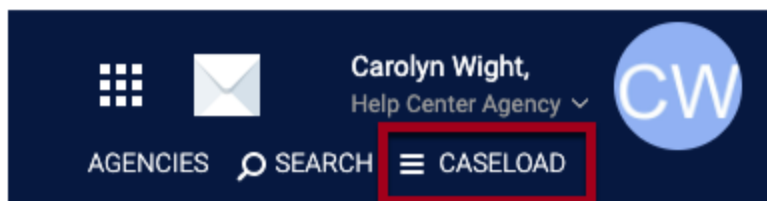


Updates

Clarity Toolbox

The Caseload Tab

The **CASELOAD** tab provides a convenient way for you to view your active caseload within a specific agency. To access the Caseload tab, click **CASELOAD** in the upper right corner of the screen - under your name and agency.



Three tabs will appear across the top of the screen: **ACTIVE CASELOAD**, **STATUS DUE**, and **CASE MANAGER**. If you have been assigned as a Navigator for a referral, you will also see a **NAVIGATOR** tab.

Continue reading



Report Spotlight

Enrollments with Inactive Staff Review

Alameda County is looking toward providers to review inactive staff that have clients assigned to their caseload. A dashboard has been created to help you review the clients that will need to be assigned to active staff member within your program or agency.

Where can I find the dashboard?

Under the Data Analysis Tab:

- Go To: Alameda Clarity System Reports - **Enrollments with inactive HMIS Staff**

The dashboard displays clients with an **active** HMIS enrollment with **inactive** HMIS staff. You can use the filters available to narrow down the results to your agency and programs:

- **Agency Name**
- **Program Enrollment**
- **Program Name**
- **Project Type**

Enrollments inactive HMIS Staff

This report list details of the inactive HMIS staff, along with the Last HMIS Staff who updated the enrollment, which may be different than the enrolling HMIS staff.



Enrollment Status:

- **Assignment needs updating** - another HMIS staff made updates to the enrollment but Assigned Staff still inactive.
- **Enrollment needs updating** - inactive HMIS Staff only made updates to the enrollment.

*For Coordinated Entry program, either select Program Name 'Coordinated Entry' or Project type 'Coordinated Entry'. For Housing Problems Solving select only the Program Name 'Housing Problem Solving'

Enrollment with Admin Assigned Staff:

These are enrollments that were imported into Clarity HMIS and do not have an active Agency or HMIS staff assigned to the enrollment.



For instructions on how to update Assigned Staff, review **Modify Assigned Staff of a Client's Program Enrollment** at <https://alameda.bitfocus.com/guides>.

For questions about this dashboard contact HMIS support at - hmissupport@achmis.org.



Updates

Stay Informed!

Don't forget to check out what's coming up in Alameda County by visiting the [Alameda County HMIS Website!](#) Jump over to the "[Events](#)" Page to see how you can learn more about Clarity HMIS.

Upcoming Events

Alameda County 2024 Training Calendar
Download a copy of the Alameda County 2024 Training Calendar | [HERE](#)

HMIS Monthly User Group Meeting: Register | [HERE](#)
4th Thursday of every Month
Excluding November and December
10 am - 11 am

HMIS Monthly Agency Liaison Meeting: Register | [HERE](#)
4th Thursday of every Month
Excluding November and December
11 am - 12 pm

Alameda HMIS Q&A - Every Second Tuesday at 10am Register | [HERE](#)
We know that lots of issues and questions can arise when using Clarity HMIS. The HMIS Q&A Sessions are a great opportunity to get your questions answered, see demos of anything you can't figure out or can't remember how to do, find out how to fix things that might have gotten messed up and participate in discussions with other users around solutions to common challenges.

Clarity HMIS Q&A provides opportunities for:

- 👉 Ongoing support
- 👉 Space to ask general questions
- 👉 Receive assistance on questions you may have about reports
- 👉 Other questions as they arise

Clarity HMIS Q&A is conducted every second Tuesday of the month from the comfort of your own office via Zoom! Each session is hosted online by your Alameda HMIS and Bitfocus Teams. You can connect using your computer (recommended so that you can see demos and post questions) by registering [here](#). Please feel free to submit your questions ahead of time so we can provide a more in-depth response by filling out the question form [here](#).

You are welcome to drop in, ask your question, and leave when you get your answer. Of course, you are also welcome to stay for the entire session and offer your own insight into the questions of others.

We look forward to seeing you there!

Alameda HMIS Coordinated Entry Q&A - Every Third Tuesday at 10:40am Register | [HERE](#)
Please note: The invite states the meeting will start at 10:30a, but this meeting will begin at 10:40a.

This Q&A session is specific to users with access to Coordinated Entry.

Coordinated Entry Q&A provides opportunities for:

- 👉 Questions about CE Workflow as it relates to Clarity HMIS
- 👉 Space to ask general questions about Coordinated Entry.
- 👉 Troubleshoot questions you have around Clarity HMIS for CE.
- 👉 Demo CE Workflows

From there, use the links to register for upcoming trainings and events by entering your information. Don't forget to add it to your calendar! Adding events to your calendar will make sure you never miss out and you stay up to date. Check back regularly as new events are being added.

Alameda Monthly User and Liaison Meeting

Date & Time Aug 22, 2024 10:00 AM

 Sep 26, 2024 10:00 AM

 Oct 24, 2024 10:00 AM

 Nov 28, 2024 10:00 AM

Time shows in [Pacific Time \(US and Canada\)](#)

Meeting Registration

First Name*

First Name

Last Name*

Last Name

Email Address*

join@company.com

Information you provide when registering will be shared with the [account owner](#) and host and can be used and shared by them in accordance with their Terms and Privacy Policy.



Training

Upcoming Meeting/Training Dates

Make sure you don't miss out on any of the wonderful events hosted by Alameda County HMIS at Bitfocus! You will see demos, learn about what's new, and hear announcements for what's to come! These events are for anyone who would like to join, please make sure to register in advance. We look forward to seeing you there!

HMIS Monthly User & Liaison Group Meeting

4th Tuesday of the month

User Group Meeting: 10:00 – 11:00 a.m.

Liaison Group Meeting: 11:00 a.m. – 12:00 p.m.

Register | [HERE](#)

Alameda HMIS Q&A Session

2nd Tuesday of the month @ 10:00 a.m.

Register | [HERE](#)

Alameda HMIS Coordinated Entry Q&A Session

3rd Tuesday of the month @ 10:40 a.m.

Register | [HERE](#)

Questions? Your HMIS Administrator is happy to help.

Phone: 408.426.5046

Email: alameda-admin@bitfocus.com



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