



Alameda County ACHMIS News: November 2024

Welcome to the Alameda County HMIS newsletter!

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



- 2024 Federal Reports: Helpful Reports
- 2024 LSA Helpful Resources!
- Privacy and Security Training
- Bitfocus Closed
- Upcoming Events



2024 Federal Reports: LSA Helpful Reports

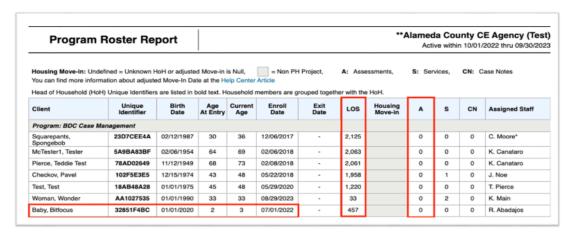
You can review your data by doing the following:

1.) Run the [DQXX-102] Program Data Review for the period 07/01/2023 - 06/30/2024 this report is under Program Based Reports). Information for this report is pulled from the Program Enrollment screen and the Program Exit screen based on the parameters responses. In the event a client enrollment includes a data entry error, the client will be displayed in red. The count in the Missing Entry Data and Missing Exit Data columns indicate the number of errors on the screens.

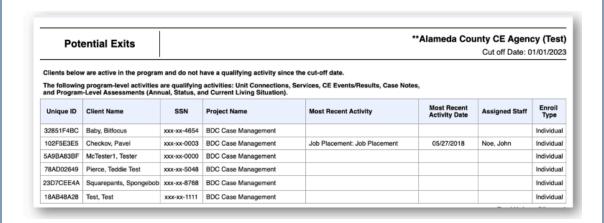
Program Data Review		[KC] Home Agenc Program: Home Agency Front Door Progra Program Type: Emergency Shelt Status: Acti				
Name	Unique Identifier	Entry Date	Exit Date	Days active in program	Missing Entry Data	Missing Exit Data
Path To Home, Client Example	878B27D31	02/06/2020		593	0	
Snow, Winter	D418F7FE5	01/01/2020		629	0	
Totter, Teeter	6C1F2A264	02/11/2020		588	0	
Peach, Princess	FE7A42F4A	02/13/2020		586	0	
Porcupine, Hedgehog	944B8404E	02/14/2020		585	0	
Hua, Mulan	3A4652271	02/19/2020		580	0	
Test, Anna	74D3C6EA5	02/25/2020		574	0	
Fabrics, Joann	AF752B848	02/28/2020		571	0	
Runner, Starr	076359433	03/02/2020		568	0	
King, Cub	7714A7EE1	03/12/2020		558	0	
Greatsign, Shelia	ADD1EF0BC	03/25/2020		545	0	
Greatsign, Allen	6029AF2FD	03/25/2020		545	0	
Smith, Janet	2AD0466FD	05/01/2020		508	1	
Forest, Baby	0EA068103	05/04/2020		505	0	
O'Neal, Donny	2003F5F44	09/30/2020		356	14	
Traveler, World	58CEA3DFE	12/11/2020		284	1	
Pea, Sweet	DABAE0F39	03/22/2021		183	0	
James, Lebron	704744DF7	05/14/2021		130	0	
Tree, Apple	D007471F6	06/28/2021		85	0	

2.) Run the [GNRL-106] Program Roster for the period 07/01/2023 - 06/30/2024 (this report is under Program Based Reports) and make sure household groups are correct (households are separated by bold lines. Clients not separated by lines are grouped together in a household). If you notice that clients are missing, check out our Help Center article: How do I add a new

household member to the Program? If clients are grouped together incorrectly, contact the Helpdesk to get them corrected. Some measures only count heads of household, so it's important that households be configured correctly!



3.) Run the [Exit - 101] Potential Exits Report for the period 07/01/2023 - 06/30/2024 (this report is under Program Based Reports) and review clients who are active in the program but have not received services, case notes, unit connections, or CE events or program-connected assessments since the selected cutoff date.





2024 LSA Helpful Resources

- 1. Preparing for the LSA: Guidance on Common Data Quality Issues
- 2. 2024 LSA Toolkit
- 3. LSA Flag Template Library
- 4. Introductory Guide to Submitting LSA Data

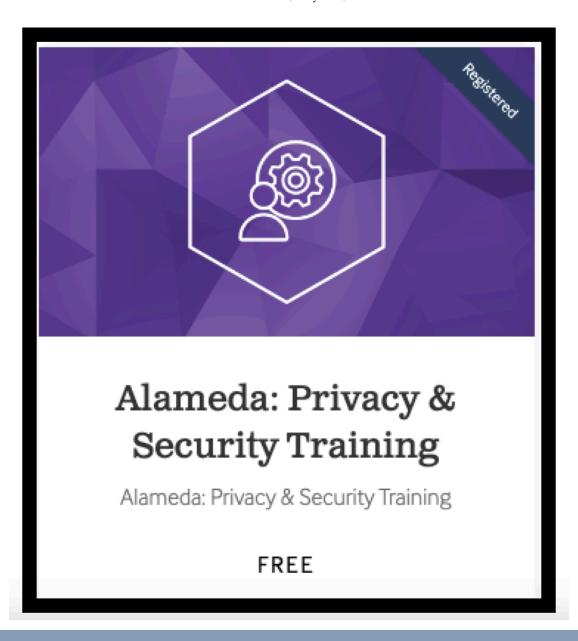


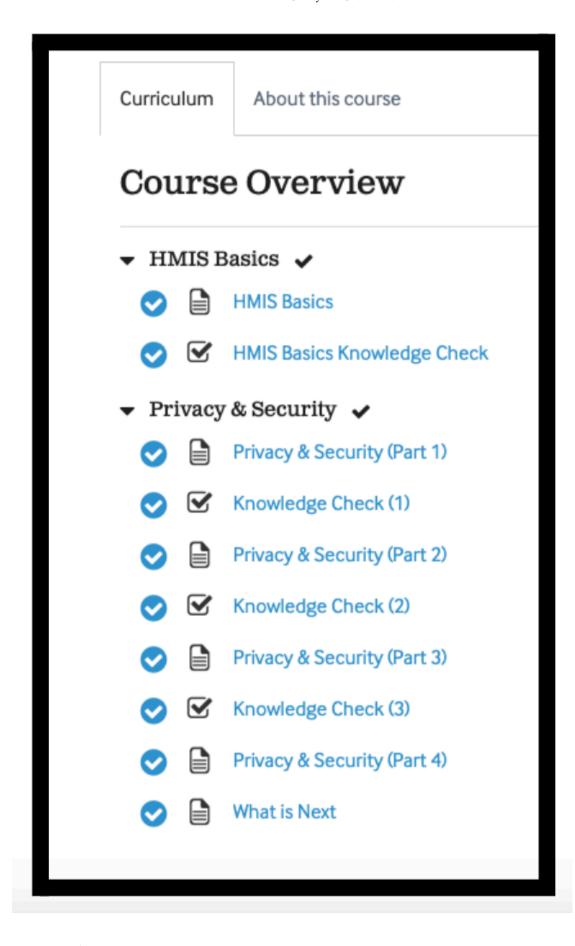
Privacy and Security Training

Exciting news! We're rolling out a new <u>Privacy and Security</u> training program for all end users in Alameda County.

Here's the rundown:

- Privacy and Security training opens up on January 2nd.
- January 2nd to noon on February 28th, 2024, is Privacy and Security Season.
- Complete training between January 2nd and February 28th.
- Notify your agency liaison when the training is done to start agreement renewal in the system.





Key Points:

- End users have a two-month window to complete the P&S training.
 Accounts of those who haven't completed the training will be deactivated by noon on February 28, 2024
- By March 1st, liaisons will receive a list of individuals at their agencies who haven't completed the training and have had their HMIS accounts disabled.
- We'll run weekly reports to track completion status.

Remember! Please complete the Privacy and Security training by noon on February 28th, or your HMIS account will be temporarily suspended until training and agreement completion.



Bitfocus Holiday Closure: December 25, 2024 - January 1, 2025

Please note that Bitfocus offices will be closed for the holiday season from December 25, 2024, to January 1, 2025. During this time, Bitfocus HMIS Admins will be unavailable to address user requests. Rest assured, upon their return from the holiday break, they'll promptly attend to your emails.

In the interim, feel free to contact the <u>Bitfocus helpdesk</u> or reach out to the <u>Alameda County help desk</u> for any assistance you may require. Thank you for your understanding.



Upcoming Events

Check out these upcoming events!

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!

Alameda HMIS Q&A Session

2nd Tuesday of the month @ 10:00 a.m. **Register** | <u>HERE</u>

NOTE: THERE WILL BE NO COORDINATED ENTRY Q&A MEETING AND NO USER AND LIASION MEETING THE MONTH OF DECEMBER.

Questions? Your HMIS Administrator is happy to help.

Phone: 408.426.5046 Email: <u>alameda-admin@bitfocus.com</u>





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