Bitfocus

Marin County HMIS News
October 2024

Welcome to the Marin County HMIS October 2024 newsletter!

In this edition you'll find the following:

- Upcoming Events
- 2024 LSA How to Guide
- The Next Generation of Clarity Human Services
- Report Spotlight: Housing Move-In Date
- We Welcome Your Ideas

Upcoming Events

HMIS Agency Leads Meeting*

Wednesday, November 20, 2-3 p.m. | *Agency Leads Only: Register HERE

__Please note__ that this is a NEW Zoom series, so you will need to register again to get the new meeting series on your calendar.

We are asking the designated HMIS Agency Leads and Security Officers to join this meeting on a bi-monthly basis. Of course, if you absolutely cannot make it, please send a representative. Workgroup participants will support

communications between the county, Bitfocus and agency staff with regards to community initiatives, training, privacy, security, program and data management.

News

2024 LSA How to Guide

Check out this helpful visual, The 2024 LSA How to Guide! It's packed with valuable information, including an overview of:

- What is the LSA
- 2024 LSA Timeline & Reporting Period
- LSA Flag Types
- LSA Resources

Check out the PDF

FEDERAL REPORTING: LSA

A How-To Guide

✓ **Bitfocus**

WHAT IS THE LSA?

The Longitudinal Systems Analysis (LSA) is a report that provides HUD and CoCs with information about how people experiencing homelessness use their system of care.

The LSA is a large CSV data file pulled from Clarity and uploaded to the HUD HDX, HUD's data submission site.

THE LSA FOCUSES ON THREE KEY PERFORMANCE MEASURES:

1. Returns to Homelessness
2. Exits to Permanent Destinations
3. Cumulative Days Homeless

WHAT IS THE LSA USED FOR?

Communities earn points based on their effectiveness in addressing homelessness, often measured through the LSA report, influencing the allocation of funds according to their ranking in the system.

THE LSA TIMELINE

30 SEPT 2024
Reporting Year Ends

4 NOV 2024
LSA Data Collection Opens

TIME TO ADDRESS FLAGS

9 JAN 2025
LSA Final Deadline

2024 LSA REPORTING PERIOD
10/1/23 - 9/30/24

COMMON DATA QUALITY ERRORS CAUGHT BY THE LSA:

HOUSEHOLD DATA

INVENTORY

OVERLAPPING ENROLLMENTS

$ BETTER LSA DATA = MORE FUNDING OPPORTUNITIES $

Please Note: Hyperlinks are not available in the actual PDF, so please see below for direct links to the resources.

- **2024 LSA Toolkit**
- **LSA Tools - HUD Exchange**
- **Intro to submitting LSA**
- **LSA Common Flags**
- **Bitfocus Help Center**

Announcements

Next Generation of Clarity Human Services New Look!

In September we launched The Next Generation of Clarity Human Services. This update is much more mobile-friendly for entering data via tablets or phones. It also is easier to see the steps or "workflow" for entering data to help staff enter all required data along the way. What's included in the new interface?

The September launch focused on the client module, including:

- Client search, enrollment, and exits
- Adding clients, ROIs, services, notes, and assessments
- Managing households

Get Familiar with the New look and Practice

- **Watch** the **15-minute recording** to walk through the key changes in Clarity Human Services.

  - **Practice:** Use our **Interactive Common Functions Tool** to get hands-on experience

- **More Videos:** Get comfortable with the new design and features by following each of the practice steps below:

- **Search for a client**
- **Add a new client**
- **Add a family member**
- **Enroll a client**
- **Add a family member to an enrollment**

- **Provide a service to a client**
- **Provide an assessment to a client**
- **Exit a client**

Watch the Clarity Human Services: New Interface Training and **Review** the Screenshot Library.

- **Clarity Human Services: New Interface Training**
- **Screenshot Library**

You may also visit the **New Clarity Human Services Interface** section of our Help Center for a collection of Help Center articles on the new user interface. Don't forget that you have access to the Training Site should you prefer to familiarize yourself with the new User Interface in the training site first.

Use the pop-out icon to switch between the old and new interfaces as needed.

If you run into any software issues using the new User Interface, please reach out to the Help Desk:

Email: marin@bitfocus.com
Call: 415.429.1400
Chat: Directly from the **HMIS Support Website** or when logged into your HMIS account (from the Client Search screen - chat widget at the bottom right corner)

We will be working with Marin County on an implementation plan, but once the new UI is available in Clarity, you will be able to go back and forth between the new and existing user interfaces with the click of a button. Any features that are not yet available in the new user interface will automatically route you back to the existing interface to complete your work.

This is an ongoing discussion and we appreciate your partnership!

Please Note: If you do not have The Clarity Human Services New Interface enabled yet, some features may not appear in your current view.

Report Spotlight

Housing Move-In Date

One of the most important and complex HUD HMIS data elements is *Housing Move-in Date* (3.20). This article will explain some of the fine points and nuances regarding the usage of this element in HUD and Federal Partner reporting.

Some of the reports where *Housing Move-in Date* calculations are relevant include:

- Annual Performance Report [HUDX-227]
- ESG CAPER [HUDX-228]
- System Performance Measures [HUDX-223-AD]
- Longitudinal System Analysis [HUDX-231-AD]*
  - *LSA has additional logic outside of this overview for adjusted move-in dates per the specifications.*
- Housing Inventory Count [HUDX-123-AD]
- Shelter Count PIT [HUDX-230-AD]

Additionally, Bitfocus has implemented the same logic into other "canned" reports requiring *Housing Move-in Date* as part of the report logic.

The Basics

The following is an overview of the minimal requirements for counting an enrollment as having a *Housing Move-in Date*. Additional rules and guidance for handling Housing Move-in Dates are outlined in the **HMIS Standard Reporting Terminology Glossary** and worked into move-in date calculations.

Screen Type

The *Housing Move-in Date* is only taken from *Program Enrollment Screens* of the enrollment's *Head of Household*. If a program captures *Housing Move-in Date* on a different screen, it will not be included in reporting on Housing Move-ins.

Project Type Code

The enrollment must be in one of the following project types:

- PH - Permanent Supportive Housing (3)
- PH - Housing Only (9)
- PH - Housing with Services (10)
- PH - Rapid Re-Housing (13)

Pay for Success Programs: Due to the nature of some Pay for Success programs, Move-in Date is collected and utilized for reporting in the APR, CAPER, CSV/XML Export, and Program Roster.

Head of Household

- The enrollment must have one and only one *Head of Household* designated.
- The HoH entered the project on or before the date, all other household members entered.
- A *Move-in Date* is required for the HoH.

Housing Move-in Date in Relation to Other Dates

- The *Move-in Date* must be on or between the HoH's Project Start Date and Project Exit Date.
- The *Move-in Date* must be before the reporting period end date.
- The *Move-in Date* that is prior to the HoH's Project Start Date, should be disregarded entirely and handled as null.
- The *Move-in Date* that is after the Reporting End Date should also be disregarded and handled as null.

Household Members

- If a household member's Project Start Date is before or on the HoH's Move-in Date, the HoH's Move-in Date will be applied to the household member for reporting.

- If a household member exits prior to the HoH's Move-in Date, the Move-in Date is not inherited.
- If a household member's Project Start Date is after the HoH's Move-in Date, the household member's Move-in Date will be the same as their Project Start Date.

Variations

Often, reality does not conform to the ideal standards. As a result, some specific alternate situations are visually summarized below:

x - HoH move-in date on enroll screen

News

We Welcome Your Ideas

We encourage you to suggest improvements and new features for our products. You can **create feature suggestions** or vote, watch, and comment on existing suggestions at **ideas.bitfocus.com**. Refer to our **Feature Suggestions** article for additional details.

Questions? Your HMIS Administrator is happy to help.

Phone: 415-429-1400
Email: marin@bitfocus.com

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