HMIS #		
Staff Name		
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Santa Cruz County HMIS – VA Services Adult Enrollment

The service provider should complete this form for every new adult client. This form should be completed for each client who is over the age of 17 and enrolling in the program for all VA-funded programs entering data in the HMIS: SSVF, HUD-VASH, GPD, etc. . **The Standard HMIS Child Client Enrollment form** should be used for all children under the age of 18 who are enrolling in the program.

1) Client Name	First	Last
Relationship to Head of Household		
(HoH) (HUD) Single individuals are considered the head of their household. In households with more than one person, a single person must be designated head of household	 Self (HoH) Child of HoH Spouse/partner of HoH Relative member of household Non-relative member of household 	
Relationship to HoH – Additional Detail	 Self Husband/Wife Son/Daughter Father/Mother Sister/Brother Roommate Grandchild 	 Aunt/Uncle Niece/Nephew Grandparent Significant Other Domestic Partner Other Stepdaughter/Stepson
2) Project Start Date The date the client enrolled in the program; also considered when the client started being helped by the project (program).	Month Day	Year

Client Name _____

 3) Translation Assistance Needed [Head of Household] Does the client need access to translation services? 	 No Yes Client doesn't know Client prefers not to answer 		
If Yes, Preferred Language(s): If the client needs access to translation services, please select their preferred language(s).	 Spanish Mixteco Zapoteco Tzotil Mandarin Cantonese American Sign Language Farsi Arabic Russian 	 Portuguese Samoan Tagalog Vietnamese Korean Cambodian Different Preferred Language, please specify: Client doesn't know Client prefers not to answer 	
 4) Housing Move-In Date: [Head of Household] (Required for Permanent Housing Projects) This is the date a client moves into a permanent housing situation while enrolled in a permanent housing program including Rapid Rehousing and Permanent Supportive Housing. The move-in date can be the same as the project enrollment date but it cannot be before the client's project enrollment date. Leave the field blank if the client has not yet moved into permanent housing. Update the enrollment data with a move-in date after move-in happens. 	Month Day	/Year	

Client Name _____

5)	Prior Living Situation: Type of Residence[Head of Household and Adults]This section refers to where the client stayed the night before they enrolled into the project.	 Homeless Situations Place not meant for human habitation (e.g., a vehicle, an abandoned building, bus/train/subway station/airport/or anywhere outside) Emergency Shelter, including hotel or motel paid for with emergency shelter voucher, or Host Home shelter Safe Haven
	Ask the client "where did you stay or sleep last night"? There are no Safe Havens in Santa Cruz County. Clients can only have spent the previous night in a Safe Haven if they were staying in another county.	Institutional Situations (Answer Q7) Foster care home or foster care group home Hospital or other residential non—psychiatric medical facility Jail, prison, or juvenile detention facility Long-term care facility or nursing home Psychiatric hospital or other psychiatric facility Substance abuse treatment facility or detox center Temporary Housing Situations (Answer Q8) Transitional housing for homeless persons (including homeless youth) Residential project or halfway house with no homeless criteria Hotel or motel paid for without emergency shelter voucher Host Home (non-crisis) Staying or living in a friend's room, apartment, or house Permanent Housing Situations (Answer Q8) Rental by client, no ongoing housing subsidy Rental by client, no ongoing housing subsidy Rental by client, with ongoing housing subsidy Owned by client, no ongoing housing subsidy Other Client doesn't know Client prefers not to answer

Client Name _____

Rental Subsidy Type: If the client spent the previous night in a "Rental by client, with ongoing housing subsidy" , please select the type of housing subsidy used.	 GPD TIP housing subsidy VASH housing subsidy RRH or equivalent subsidy HCV voucher (tenant or project based) (not dedicated) Public housing unit Rental by client, with other ongoing housing subsidy Emergency Housing Voucher (EHV)
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	Rental by client, with other ongoing housing subsidy
	Emergency Housing Voucher (EHV)
	G Family Unification Program Voucher (FUP)
	G Foster Youth to Independence Initiative (FYI)
	Permanent Supportive Housing
	• Other permanent housing dedicated for formerly homeless persons

 6) Length of stay in prior living situation [Head of Household and Adults] This section refers to the length of time the client has stayed in the place they stayed the night before. If the client has continuously stayed in the same living situation, but not the same exact location, include the total time spent in that situation. For example, if the client moved from one emergency shelter to a different emergency shelter, including the combined amount of time spent in both shelters. Ask the client "How long have you been sleeping/staying where you stayed/slept last night? Then ask the client where they stayed prior to that location. 	 One night or less Two to six nights One week or more, but less than one month One month or more, but less than 90 days 	 90 days or more, but less than one year One year or longer Client doesn't know Client prefers not to answer
 7) If the client stayed in an Institutional Situation last night, was the stay less than 90 days? An Institutional Situation is defined as jail, substance abuse or mental health treatment facility, hospital, or other similar facility. If the length of stay response is "Yes, less than 90 days", ask the client if they stayed on the streets or in 	□ Yes □ No □ Not Applicable □ Yes □ No	
1	Client Name	

	emergency shelter the night before going to the institutional situation?	
	If the client stayed in Transitional/Permanent housing last night, was the stay less than 7 days? An Institutional Situation is defined as	□ Yes □ No □ Not Applicable
	jail, substance abuse or mental health treatment facility, hospital, or other similar facility.	□Yes □No
	If the length of stay response is "Yes, less than 90 days", ask the client if they stayed on the streets or in emergency shelter the night before going to the institutional situation?	
9)	Approximate date <u>this episode</u> of homelessness started:	□ Not Applicable
	[Head of Household and Adults]	
	Ask the client "What date did your current episode of homelessness begin?"	
	A break in homelessness occurs when the client stays in a permanent or temporary housing situation for 7 or more consecutive nights, or spends 90 or more days in an institution (i.e., jail, substance abuse or mental health treatment facility, hospital, or other similar facility). Use the HUD Housing History Chart to help identify the length of the client's current episode of homelessness.	This information can be by client self-report

Client Name _____

 10) Number of separate times (episodes) the client has been on the streets or in Emergency Shelter in the past three years including today [Head of Household and Adults] This section refers to the number of separate times (episodes) the client has been on the streets or in Emergency Shelter (ES) in the past three years including today Use the HUD Housing History Chart to help identify the number of separate episodes the client has been on the streets or in emergency shelter. 	 One Time Two Times Three Times 		 Four or more times Client doesn't know Client prefers not to answer
 11) Total number of months homeless on the streets in ES in the past three years [Head of Household and Adults] This section refers to the total number of months the client has been staying on the streets or in Emergency Shelter (ES) in the past three years Use the HUD Housing History Chart to help identify the total number of months the client has spent on the streets or in emergency shelter over the previous three years.	 One month (this month) 2 months 3 months 4 months 5 months 6 months 	time is the first 7 months 8 months 9 months 10 months 11 months	 12 months More than 12 months Client doesn't know Client prefers not to answer

Client Name _____

Disabling Conditions (All Responses required)

A Disabling Condition is a health condition that interferes with getting and/or keeping stable housing. This question is used with other information to determine if the client meets the criteria for chronic homelessness.

 Does the client currently have a disabling condition? This question is used with other information to determine if the client meets criteria for chronic homelessness. All questions in this section MUST be answered even if the client answers "no" to the Disabling Condition. If the client answers "Yes" to any of the questions below, the answer to the Disabling Condition question must also be "Yes" if the condition is disabling. 	□ Yes □ No	 Client doesn't know Client prefers not to answer
 2) Does the client have a Physical Disability? If Yes, is it expected to be of long, continued and indefinite duration and substantially impair the client's ability to live independently? 3) Does the client have a Developmental Disability? 	 Yes No Yes No 	 Client doesn't know Client prefers not to answer Client doesn't know Client prefers not to answer Client prefers not to answer Client prefers not to answer
 4) Does the client have a Chronic Health Condition? If Yes, is it expected to be of long, continued and indefinite duration and substantially impair the client's ability to live independently? 5) Does the client have HIV – AIDS? 	 Yes No Yes No Yes No 	 Client doesn't know Client prefers not to answer Client doesn't know Client prefers not to answer Client doesn't know Client prefers not to answer

Client Name _____

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6)	Does the client have a Mental Health Disorder?	□ Yes □ No	Client doesn't knowClient prefers not to answer
	If Yes, is it expected to be of long, continued and indefinite duration and substantially impair the client's ability to live independently?	□ Yes □ No	 Client doesn't know Client prefers not to answer
7)	Does the client have a Substance Use Disorder? If Yes, is it expected to be of long, continued and indefinite duration and substantially	 No Alcohol use disorder Drug use disorder Both Alcohol & Drug Abuse Use Disorders 	 Client doesn't know Client prefers not to answer
	impair the client's ability to live independently?	□ Yes □ No	Client doesn't knowClient prefers not to answer

Domestic Violence [Head of Household and Adults]

1)	Survivor of Domestic Violence Ask the client "Have you ever experienced any domestic violence, dating violence, sexual assault, stalking or other dangerous or life-threatening conditions against you or a member of your family, including a child, that has happened in the place you were living?" If the answer is "no", skip to "Monthly Income – Cash Benefits" section.	 Yes No Client doesn't know Client prefers not to answer
	If the answer is "yes", COMPLETE questions 2 and 3.	
2)	When experienced	
	Ask the client "How long ago was your most recent experience of domestic violence, dating violence, sexual assault, stalking or other dangerous or life-threatening conditions against you or a member of your family?"	 Within the past three months Three to six months ago (excluding six months exactly) Six months to one year ago (excluding one year exactly) One year ago or more Client doesn't know Client prefers not to answer

Client Name _____

3)	Are you currently fleeing?	The Yes	Client doesn't know
	Ask the client "Are you currently fleeing, or attempting to flee, the domestic violence situation, or are you afraid to return to	🖵 No	Client prefers not to
	the place you are livingbecause of the domestic violence situation?"?		answer

Monthly Income – Cash Benefits [Head of Household and Adults]

Income from Any Source? Is the client currently receiving any income from any source?	□ Yes □ No □ Client doesn't know □ Client prefers not to answer
If yes, specify the type(s) and amount(s) of income the client currently receives. Only regular, recurrent sources that are current today should be included. Income received for a minor (under 18 years old) member of the household (e.g., SSI) should be recorded with the HoH's information. DO NOT include income received by other adults (18 years and older) in the household; record their income in their Enrollment form.	 Earned Income \$
Total Cash Income for Individual	TOTAL: \$

Client Name _____

Non-Cash Benefits [Head of Household and Adults]

Receiving Non-Cash Benefits? <i>Is the client currently receiving one of the listed non-cash benefits?</i>	□ Yes □ No □ Client doesn't know □ Client prefers not to answer
If Yes, indicate all the non-cash benefits the client is receiving: Only regular, recurrent sources that are current today should be included. Record non-cash benefits received by a minor member (under 18 years of age) of the household under the HoH's information. DO NOT include benefits received by other adults (18 years and older) in the household; record their benefits in their Program Enrollment	 Supplemental Nutrition Assistance Program (SNAP)/Cal Fresh Special Supplemental Nutrition Program for Women, Infants, and Children (WIC) TANF/CALWORKS Childcare Services TANF/CALWORKS Transportation Services Other TANF/CALWORKS-Funded Services Other Non-Cash Benefit If Other Specify:

Health Insurance

Covered by health insurance? <i>Is the client currently covered by health insurance?</i>	☐ Yes ☐ No ☐ Client doesn't know ☐ Client prefers not to answer			
If Yes, select they client's type(s) of health insurance(s) coverage:	 Medicaid (Medi-Cal) Medicare 			
<i>If the client is currently covered by multiple health insurances, select all that</i>	State Children's Health Insurance (CHIP) Program			
apply.	Uveteran's Health Administration (VHA)			
	Employer-Provided Health Insurance			
	Health Insurance Obtained Through COBRA			
	Private Pay Health Insurance			
	□ State Health Insurance for Adults			
	Indian Health Services Program			
	□ Other Health Insurance			
	If Other Specify:			

Client Name _____

Homelessness Prevention Targeting Criteria – SSVF Homelessness Prevention Programs ONLY [Head of Household]

1)	Is Homelessness Prevention Targeting Screener required?	□ Yes □ No		
	If "YES", complete this section.			
	If "NO", skip to "VAMC Station Number".			
	[Only SSVF Homelessness Prevention Programs will complete this section with the client]			
2)	Housing loss expected within	 1-6 days 7-13 days 	14-21 daysMore than 21 days	
3)	Current household income	 \$0 (i.e., not employed, not receiving cash benefits, no other current income) 1-14% of Area Median Income (AMI) for household size 	 15-30% of AMI for household size More than 30% of AMI for household size 	
4)	Past experience of Homelessness (street/shelter/transitional housing) (any adult)	 Most recent episode occurred within the last year Most recent episode occurred more than one year ago None 		
5)	Head of Household is not a current leaseholder/renter of unit.	□ Yes □ No		
6)	Head of Household has never been a leaseholder/renter of unit.	□ Yes □ No		
7)	Currently at risk of losing a tenant-based housing subsidy or housing in a subsidized building or unit (household)	□ Yes □ No		
8)	Rental Evictions within the past 7 years (any adult)	 No prior rental evictions 1 prior rental eviction 2 or more prior rental evictions 		
9)	Criminal record for arson, drug dealing or manufacture, or felony offense against persons or property (any adult)	□ Yes □ No		

Client Name _____

10) Incarcerated as adult (any adult in household)	 Not incarcerated Incarcerated once Incarcerated two or more times 	
11) Discharged from jail or prison within last six months after incarceration of 90 days or more (adults)	□ Yes □ No	
12) Registered sex offenders (any household members)	□ Yes □ No	
13) Head of Household with disabling condition (physical health, mental health, substance use) that directly affects ability to secure/maintain housing	□ Yes □ No	
14) Currently pregnant (any household member)	□ Yes □ No	
15) Single parent/guardian household with minor child(ren)	□ Yes □ No	
16) Household includes one or more young children (age six or under), or a child who requires significant care	 No Youngest child is under 1 year old Youngest child is 1 to 6 years old and/or one or more children (any age) require significant care 	
17) Household size of 5 or more requiring at least 3 bedrooms (due to age/gender mix)	□ Yes □ No	
18) Household includes one or more members of an overrepresented population in the homelessness system when compared to the general population.	□ Yes □ No	
HP APPLICANT TOTAL POINTS (integer)		
GRANTEE TARGETING THRESHOLD SCORE (integer)		

VAMC STATION NUMBER [Head of Household]

Client Name _____

Connection with SOAR – *SSVF Rapid Rehousing and Homelessness Prevention Programs ONLY* [Head of Household and Adults]

This question is intended to determine if the client has been connected to the SSI/SSDI Outreach, Access, and Recovery (SOAR) program.

The Yes	□ Client doesn't know
□ No	Client prefers not to answer

Household Income as a percentage of AMI – SSVF Rapid Rehousing and Homelessness Prevention Programs ONLY [Head of Household]

 \Box 30% or less

□ 31% to 50%

□ 51% to 80%

□ 81% or greater

Additional Client Information [Head of Household and Adults]

What is the client's sexual orientation?	 Heterosexual Gay Lesbian 	 Client doesn't know Client prefers not to answer
	Bisexual	
	Questioning/Unsure	
	□ Other (please specify)	

General Health Status [Head of Household and Adults]

What is the client's general health status?	□ Excellent	Client doesn't know
	□ Very Good	Client prefers not to
	Good Good	answer
	🖵 Fair	
	D Poor	

Client Name _____

Employment Status [Head of Household and Adults]

Is the client currently Employed?	□ Yes □ No	 Client doesn't know Client prefers not to answer 		
If Yes, specify the type of employment	 Full-time Part-time Seasonal/Sporadic (including day labor) 			
If No, is the client looking for employment?	 Looking for work Unable to work Not looking for work 			

Education Status [Head of Household and Adults]

Specify the last grade of of school completed by the client	Less than Grade 5	GED	
	Grades 5-6	□ Some college	
	Grades 7-8	Associate's degree	
	Grades 9-11	Bachelor's degree	
	Grade 12/ High school diploma	Graduate degree	
	□ School program does not have grade	Uvocational certification	
	levels	Client doesn't know	
		Client prefers not to answer	
Is the client currently enrolled in	The Yes	Client doesn't know	
school or a training program?	D No	Client prefers not to answer	
If Yes, specify the type of school or	□ High School	Training Program	
training program	Community College	University	
	Uvocational Program	□ Other	

Client Name _____

Last Permanent Address [Head of Household and Adults]

What state did you live in where you	🖵 California	Maryland	Pennsylvania
Please ask the client about the location of	🖵 Alabama	Massachusetts	□ Rhode Island
their last permanent housing prior to this episode of homelessness. Do not include	🗅 Alaska	Michigan	South Carolina
information on the location of where they	🗅 Arizona	Minnesota	South Dakota
last stayed in an unhoused situation such as at a shelter or place not meant for	□ Arkansas	Mississippi	Tennessee
human habitation (for example in a car,	Colorado	Missouri	Texas
on the streets, or at a park).	Connecticut	Montana	🖵 Utah
	Delaware	🗅 Nebraska	U Vermont
	🖵 Florida	🗅 Nevada	🗅 Virginia
	🖵 Georgia	New Hampshire	□ Washington
	🖵 Hawaii	New Jersey	U West Virginia
	🖵 Idaho	New Mexico	U Wisconsin
	🖵 Illinois	□ New York	U Wyoming
	🖵 Indiana	North Carolina	□ Out of Country
	🖵 Iowa	North Dakota	Client doesn't know
	🗅 Kansas	🗅 Ohio	Client prefers not to answer
	Gamma Kentucky	🗅 Oklahoma	
	🗅 Louisiana	• Oregon	
	□ Maine		
	Santa Cruz County	Marin County	San Mateo County
<i>If the last state you lived in permanent</i> <i>housing was California</i> , what California	Alameda County	Mariposa County	🗖 Santa Barbara County
county were you living in?	Alpine County	Mendocino County	Santa Clara County
	Amador County	□ Merced County	Shasta County
	Butte County	□ Modoc County	Sierra County
	Calaveras County	D Mono County	Siskiyou County
	Colusa County	Monterey County	Solano County
	Contra Costa County	🗖 Napa County	Sonoma County
	Del Norte County	🗅 Nevada County	Stanislaus County
	El Dorado County	Orange County	Sutter County
	Gamma Fresno County	Placer County	Tehama County
	Glenn County	Plumas County	Trinity County
	Humboldt County	Riverside County	Tulare County
	Imperial County	□ Sacramento County	Tuolumne County
	-		

Client Name _____

	 Inyo County Kern County Kings County Lake County Lassen County Los Angeles County Madera County 	 San Benito San Bernar San Diego San Franci San Joaqui San Luis O County 	rdino County County sco County in County	 Ventura County Yolo County Yuba County Client doesn't know Client prefers not to answer
<i>If the last place you lived in permanent</i> <i>housing was in Santa Cruz County, what</i> <i>part (region) of Santa Cruz County did</i> <i>you live in?</i>	 North County Mid-County South County 		□ Client doe: □ Client pref	sn't know Fers not to answer
<i>If your last permanent housing was in</i> <i>North Santa Cruz County</i> , what part of <i>North County did you live in?</i>	 Unincorporated Areas (e., Ben Lomond, Davenport, of City of Santa Cruz City of Scotts Valley 		□ Client doe: □ Client pref	sn't know `ers not to answer
<i>If your last permanent housing was in</i> <i>Mid-Santa Cruz County,</i> what part of <i>Mid-County did you live in?</i>	 Unincorporated Areas (e., Soquel, other) City of Capitola 	g., Live Oak,	□ Client doe: □ Client pref	sn't know ers not to answer
<i>If your last permanent housing was in</i> <i>South-Santa Cruz County,</i> what part of <i>South County did you live in?</i>	 Unincorporated Areas (e., Selva, Corralitos, other) City of Watsonville 	g., Aptos, La	□ Client doe: □ Client pref	sn't know ers not to answer

Client Name _____