# HSS Performance Reporting and HMIS Data Standards

December 8, 2023 – Office Hours

Discussion

- HMIS data standard update and how it affects HSS reporting for *some* HSS Subrecpients

- Recommended mapping of HSS data fields to align with HMIS data collection

- Reporting
  - Corrections for October
  - Reporting going forward

- Questions?

- *NOTE:* This presentation and notes from today's Office Hours will be shared with all Subrecipients next week.
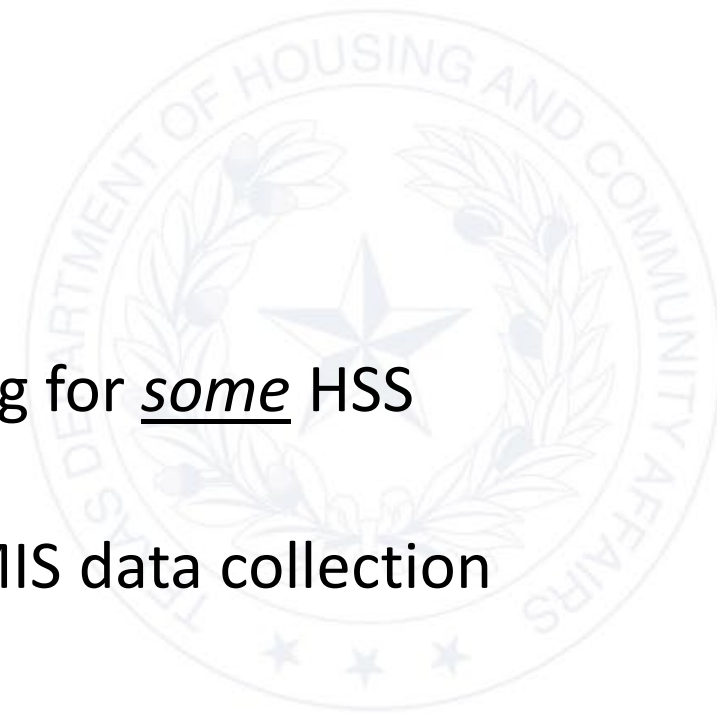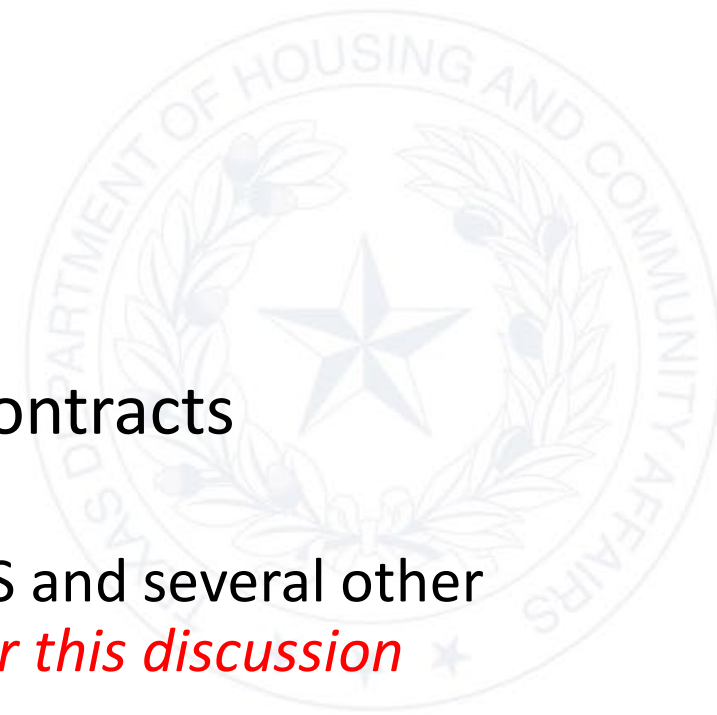
HSS Subrecipients

- There are currently 47 active ERA2 HSS Subrecipient contracts

  - Some HSS Subrecipients rely on HMIS to collect data for HSS and several other homelessness assistance programs. ←*intended audience for this discussion*

  - For those HSS Subrecipients that do NOT use HMIS for data collection, continue reporting as usual.
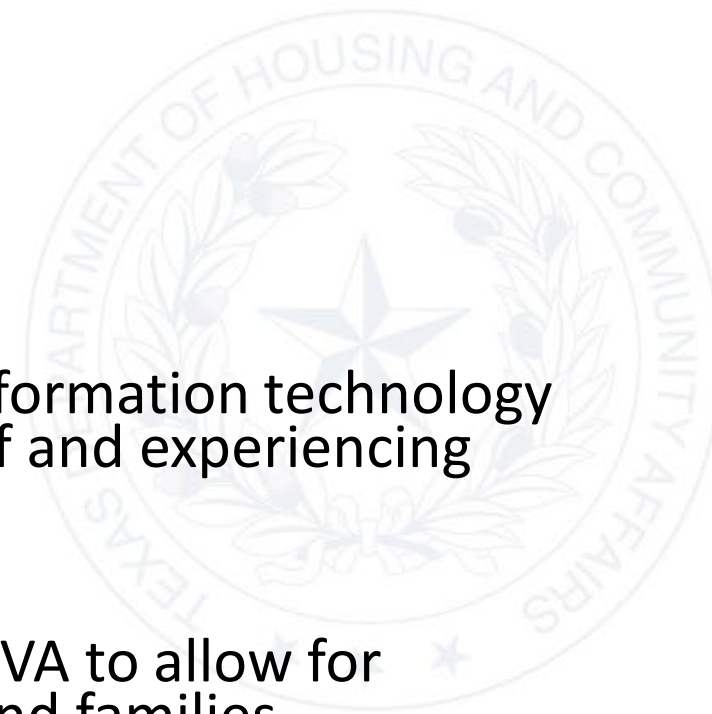
HMIS Overview

- Homeless Management Information System (HMIS) is a local information technology system used to collect data for individuals and families at risk of and experiencing homelessness.

- <u>HMIS data standards</u> have been established HUD, HSS, and the VA to allow for standardized data collection across systems about individuals and families experiencing homelessness.

- Treasury funded programs like ERA HSS do <u>not</u> use HMIS data standards.

- FY 2024 HMIS Data Standards are effective as of October 1, 2023.
  https://www.hudexchange.info/resource/3824/hmis-data-dictionary/

For reference – New HMIS Elements

HMIS Element Name	
Race and Ethnicity (as many as are applicable)	
1	American Indian, Alaska Native, or Indigenous
2	Asian or Asian American
3	Black, African American, or African
6	Hispanic/Latina/e/o
7	Middle Eastern or North African
4	Native Hawaiian or Pacific Islander
5	White
8	Client doesn't know
9	Client prefers not to answer
99	Data not collected

HMIS Element Name	
Gender (as many as are applicable)	
0	Woman (Girl, if child)
1	Man (Boy, if child)
2	Culturally Specific Identity (e.g., Two-Spirit)
5	Transgender
4	Non-Binary
6	Questioning
3	Different Identity
8	Client doesn't know
9	Client prefers not to answer
99	Data not collected

For detail, see: https://www.hudexchange.info/resource/3824/hmis-data-dictionary/

For reference – HSS Elements

Race of Household	
American Indian or Alaska Native	
Asian	
Black or African American	
Native Hawaiian or Other Pacific Islander	
White	
Multi-Racial/Other	
Other HMIS Category; Declined to Answer; Data Not Collected	

Ethnicity of Household
Hispanic or Latino
Not Hispanic or Latino
Other HMIS Category; Declined to Answer; Data Not Collected

Gender of Applicant
Male
Female
Nonbinary
Other HMIS Category; Declined to Answer; Data Not Collected

*The HSS option for
"Declined to Answer"
will be changed to
"Other HMIS Category; Declined to Answer; Data Not Collected"
in both the Housing Contract System Performance Report and in the Household Report.
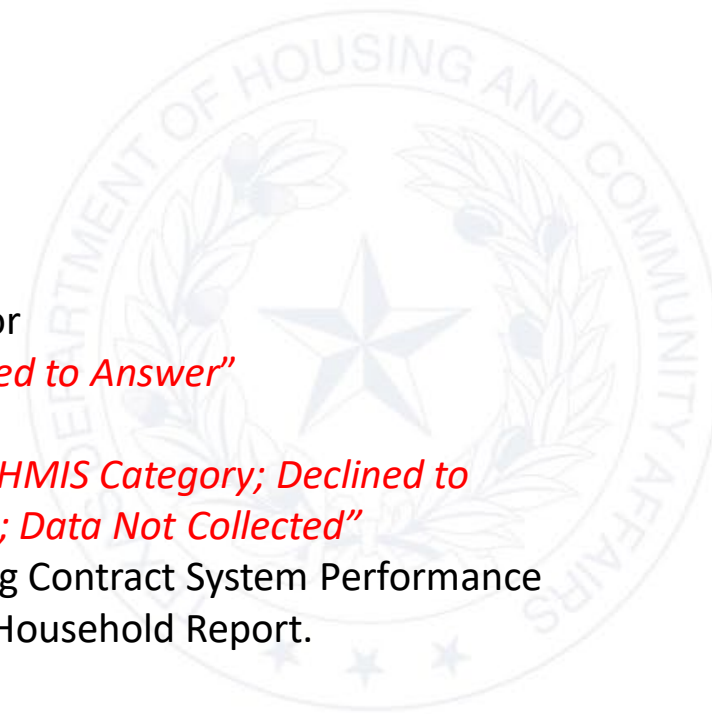
Before we get started…

The following slides will show a <u>recommended</u> method to report Race, Ethnicity, and Gender data in the HSS Monthly Performance Reports, using HMIS Data Standards.

Please note that this is a recommendation and not a requirement.

If you have questions about your particular data collection and reporting methods, please reach out to HSS staff.

Selecting HSS Data Elements for Race and Ethnicity

HMIS Element Name Race and Ethnicity (as many as are applicable)	If a Household selects **only one HMIS response**, use this HSS data element:	
	Race of Household	**Ethnicity of Household**
1 American Indian, Alaska Native, or Indigenous	→ American Indian or Alaska Native	
2 Asian or Asian American	→ Asian	
3 Black, African American, or African	→ Black or African American	
6 Hispanic/Latina/e/o	→ Other HMIS Category; Declined to Answer; Data Not Collected	→ Hispanic or Latino
7 Middle Eastern or North African	→ Other HMIS Category; Declined to Answer; Data Not Collected	
4 Native Hawaiian or Pacific Islander	→ Native Hawaiian or Other Pacific Islander	
5 White	→ White	
8 Client doesn't know	→ Other HMIS Category; Declined to Answer; Data Not Collected	
9 Client prefers not to answer	→ Other HMIS Category; Declined to Answer; Data Not Collected	
99 Data not collected	→ Other HMIS Category; Declined to Answer; Data Not Collected	
	If a Household selects **more than one HMIS response**, use this HSS data element:	
	Race of Household	
	Other HMIS Category; Declined to Answer; Data Not Collected	

- If a household selects more than one race, excluding Hispanic/Latina/e/o, use the HSS *"Other HMIS Category; Declined to Answer; Data Not Collected"* option and not the *"Multi-Racial/Other"* option.

- If a households selects one race and *"Hispanic/Latina/e/o"* in HMIS, enter that one race in the corresponding HSS Race of Household field and enter Hispanic or Latino in the HSS Ethnicity of Household field.

- The HSS option for *"Declined to Answer"* will be changed to *"Other HMIS Category; Declined to Answer; Data Not Collected"* in both the Housing Contract System Performance Report and in the Household Report.

Example 1:

HMIS Element Name	If a Household selects **only one HMIS response**, use this HSS data element:		
Race and Ethnicity (as many as are applicable)	**Race of Household**		**Ethnicity of Household**
1 American Indian, Alaska Native, or Indigenous	→ American Indian or Alaska Native		
2 Asian or Asian American	→ Asian		
3 Black, African American, or African	→ Black or African American		
6 Hispanic/Latina/e/o	→ Other HMIS Category; Declined to Answer; Data Not Collected		→ Hispanic or Latino
7 Middle Eastern or North African	→ Other HMIS Category; Declined to Answer; Data Not Collected		
4 Native Hawaiian or Pacific Islander	→ Native Hawaiian or Other Pacific Islander		
5 White	→ White		
8 Client doesn't know	→ Other HMIS Category; Declined to Answer; Data Not Collected		
9 Client prefers not to answer	→ Other HMIS Category; Declined to Answer; Data Not Collected		
99 Data not collected	→ Other HMIS Category; Declined to Answer; Data Not Collected		
	If a Household selects **more than one HMIS response**, use this HSS data element:		
	Race of Household		
	Other HMIS Category; Declined to Answer; Data Not Collected		

- Household selects only one HMIS element:
  - Asian or Asian American

- Subrecipient reports this household in HSS as follows:
  - Race of Household = Asian
  - Ethnicity of Household = Other HMIS Category; Declined to Answer; Data Not Collected

Example 2:

HMIS Element Name	If a Household selects **only one HMIS response**, use this HSS data element:		
Race and Ethnicity (as many as are applicable)	**Race of Household**		**Ethnicity of Household**
1 American Indian, Alaska Native, or Indigenous	→ American Indian or Alaska Native		
2 Asian or Asian American	→ Asian		
3 Black, African American, or African	→ Black or African American		
6 Hispanic/Latina/e/o	→ Other HMIS Category; Declined to Answer; Data Not Collected	→ Hispanic or Latino	
7 Middle Eastern or North African	→ Other HMIS Category; Declined to Answer; Data Not Collected		
4 Native Hawaiian or Pacific Islander	→ Native Hawaiian or Other Pacific Islander		
5 White	→ White		
8 Client doesn't know	→ Other HMIS Category; Declined to Answer; Data Not Collected		
9 Client prefers not to answer	→ Other HMIS Category; Declined to Answer; Data Not Collected		
99 Data not collected	→ Other HMIS Category; Declined to Answer; Data Not Collected		
	If a Household selects **more than one HMIS response**, use this HSS data element:		
	Race of Household		
	Other HMIS Category; Declined to Answer; Data Not Collected		

- Household selects only one HMIS element:
  - Hispanic/Latina/e/o

- Subrecipient reports this household in HSS as follows:
  - Race of Household = Other HMIS Category; Declined to Answer; Data Not Collected
  - Ethnicity of Household = Hispanic or Latino

Example 3:

HMIS Element Name	If a Household selects **only one HMIS response**, use this HSS data element:	
Race and Ethnicity (as many as are applicable)	**Race of Household**	**Ethnicity of Household**
1 American Indian, Alaska Native, or Indigenous	→ American Indian or Alaska Native	
2 Asian or Asian American	→ Asian	
3 Black, African American, or African	→ Black or African American	
6 Hispanic/Latina/e/o	→ Other HMIS Category; Declined to Answer; Data Not Collected	→ Hispanic or Latino
7 Middle Eastern or North African	→ Other HMIS Category; Declined to Answer; Data Not Collected	
4 Native Hawaiian or Pacific Islander	→ Native Hawaiian or Other Pacific Islander	
5 White	→ White	
8 Client doesn't know	→ Other HMIS Category; Declined to Answer; Data Not Collected	
9 Client prefers not to answer	→ Other HMIS Category; Declined to Answer; Data Not Collected	
99 Data not collected	→ Other HMIS Category; Declined to Answer; Data Not Collected	
	If a Household selects **more than one HMIS response**, use this HSS data element:	
	Race of Household	
	Other HMIS Category; Declined to Answer; Data Not Collected	

- Household selects two HMIS elements:
  - White
  - Hispanic/Latina/e/o

- Subrecipient reports this household in HSS as follows:
  - Race of Household = White
  - Ethnicity of Household = Hispanic or Latino

Example 4:

HMIS Element Name	If a Household selects **only one HMIS response**, use this HSS data element:		
Race and Ethnicity (as many as are applicable)	Race of Household		Ethnicity of Household
1 American Indian, Alaska Native, or Indigenous	→ American Indian or Alaska Native		
2 Asian or Asian American	→ Asian		
3 Black, African American, or African	→ Black or African American		
6 Hispanic/Latina/e/o	→ Other HMIS Category; Declined to Answer; Data Not Collected	→ Hispanic or Latino	
7 Middle Eastern or North African	→ Other HMIS Category; Declined to Answer; Data Not Collected		
4 Native Hawaiian or Pacific Islander	→ Native Hawaiian or Other Pacific Islander		
5 White	→ White		
8 Client doesn't know	→ Other HMIS Category; Declined to Answer; Data Not Collected		
9 Client prefers not to answer	→ Other HMIS Category; Declined to Answer; Data Not Collected		
99 Data not collected	→ Other HMIS Category; Declined to Answer; Data Not Collected		
	If a Household selects **more than one HMIS response**, use this HSS data element:		
	Race of Household		
	Other HMIS Category; Declined to Answer; Data Not Collected		

- Household selects two HMIS elements:
  - American Indian, Alaska Native, or Indigenous
  - Asian or Asian American

- Subrecipient reports this household in HSS as follows:
  - Race of Household = Other HMIS Category; Declined to Answer; Data Not Collected
 - Ethnicity of Household = Other HMIS Category; Declined to Answer; Data Not Collected

Selecting HSS Data Elements for Gender

HMIS Element Name		If a Household selects **only one HMIS response**, use this HSS data element:	
Gender (as many as are applicable)		**Gender of Applicant**	
0	Woman (Girl, if child)	→ Female	
1	Man (Boy, if child)	→ Male	
2	Culturally Specific Identity (e.g., Two-Spirit)	→ Other HMIS Category; Declined to Answer; Data Not Collected	
5	Transgender	→ Other HMIS Category; Declined to Answer; Data Not Collected	
4	Non-Binary	→ Nonbinary	
6	Questioning	→ Other HMIS Category; Declined to Answer; Data Not Collected	
3	Different Identity	→ Other HMIS Category; Declined to Answer; Data Not Collected	
8	Client doesn't know	→ Other HMIS Category; Declined to Answer; Data Not Collected	
9	Client prefers not to answer	→ Other HMIS Category; Declined to Answer; Data Not Collected	
99	Data not collected	→ Other HMIS Category; Declined to Answer; Data Not Collected	
		If a Household selects **more than one HMIS response**, use this HSS data element:	
		Gender of Applicant	
		Other HMIS Category; Declined to Answer; Data Not Collected	

*The HSS option for *"Declined to Answer"* will be changed to *"Other HMIS Category; Declined to Answer; Data Not Collected"* in both the Housing Contract System Performance Report and in the Household Report.

# Entering the HSS Performance Report Data

HSS Draw Performance Report
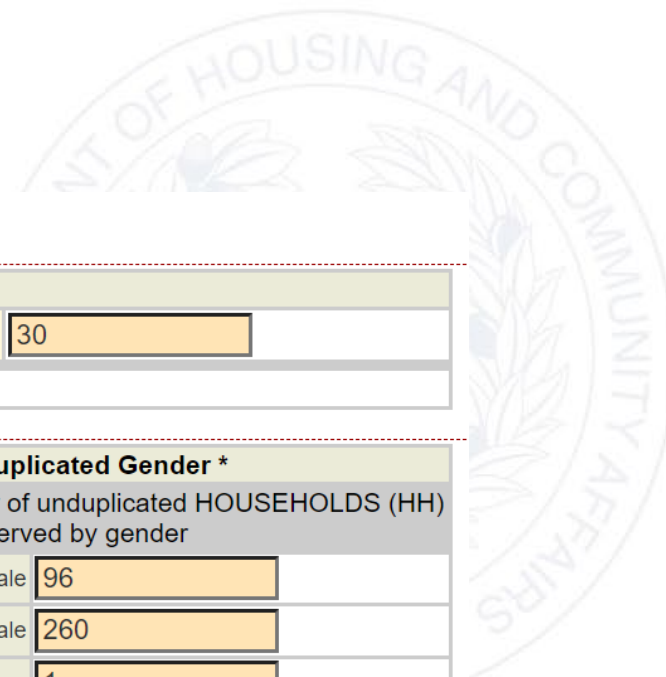
HSS-Unduplicated Households (HH) receiving Housing Stability

HHs <=30% AMI	245	HHs 31-50% AMI	82	HHs 51-80% AMI	30
		Total HH AMI	357		

Unduplicated Race *		Unduplicated Ethnicity *		Unduplicated Gender *	
*Enter the total number of unduplicated HOUSEHOLDS (HH) served by race		*Enter the total number of unduplicated HOUSEHOLDS (HH) served by ethnicity		*Enter the total number of unduplicated HOUSEHOLDS (HH) served by gender	
American Indian/Alaskan Native	3	Hispanic or Latino	174	Male	96
Asian	2	Not Hispanic or Latino	168	Female	260
Black/African American	105	Declined to Answer	15	Nonbinary	1
Native Hawaiian/Pacific Islander	0			Declined to Answer	0
White	185				
Multi-Racial/Other	51				
Declined to Answer	11				
Total Race	357	**Total Ethnicity**	357	**Total Gender**	357

- Households reported must still be unduplicated. If mapping from HMIS, Ethnicity will only include "Hispanic or Latino" and *"Other HMIS Category; Declined to Answer; Data Not Collected"*

- The HSS option for *"Declined to Answer"* will be changed to *"Other HMIS Category; Declined to Answer; Data Not Collected"* in both the Housing Contract System Performance Report and in the Household Report.
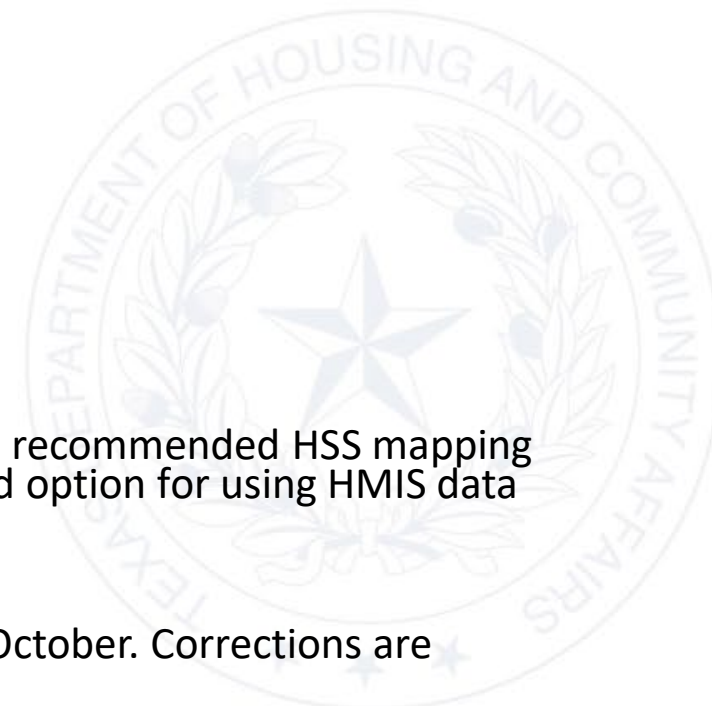
Monthly Reporting

- When to start?
  - Subrecipients may choose to start reporting using new HMIS data standards and the recommended HSS mapping at any time. This is not a mandatory reporting requirement – simply a recommended option for using HMIS data to complete HSS Performance reporting.

- Corrections for October
  - Subrecipients *may* resubmit corrected Smartsheet Monthly Household Reports for October. Corrections are OPTIONAL.
  - Use the Corrections link at: https://app.smartsheet.com/b/form/8610a0eb848e4a9080a612eb2c739f36
  - No corrections will be needed for previously submitted Performance Reports in the Housing Contract System.

- Reporting going Forward
  - If you plan to map from HMIS, please keep consistent. Monthly unduplicated household data must continue to match in Housing Contract System and on the Smartsheet Monthly Household Report.
  - Note that the HSS option for *"Declined to Answer"* will be changed to *"Other HMIS Category; Declined to Answer; Data Not Collected"* in both the Housing Contract System Performance Report and in the Smartsheet Monthly Household Report.

- Please reach out with any questions <u>before</u> your reports are due.

Thank you!

Housing Stability Services Program
https://www.tdhca.texas.gov/housing-stability-services-hss-program

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