DEPARTMENT OF SOCIAL SERVICES
HOMELESS SERVICES DIVISION

HMIS Office Hours

12/6/2023

Presenters

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Your Voice Matters! Have Questions or Concerns for us? Scan this QR code and submit it.

Agenda

- Review of Data Quality Issues and Impact for Bell Data to Clarity Migration
- Workflows to Correct Data Quality Issues in Bell Data
- Next Steps and Timeline

Data Quality Review

Issue

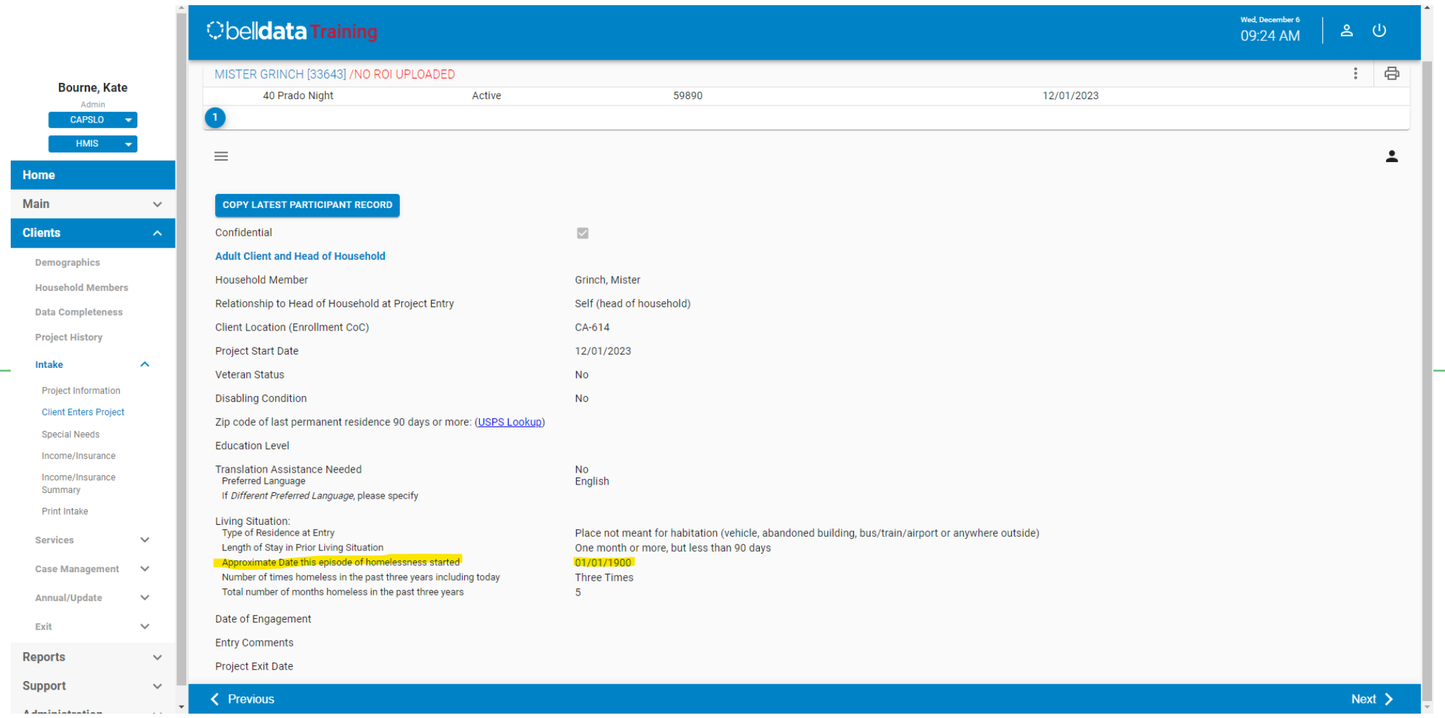
- 3.917 Homeless History/ Approximate Date Started

Impact

- Inaccurate LOT Homeless
- Impacts HUD CSV Migration- Records are pulling as blank in the HUD CSV file and will be migrated as blank (null).
- Impacts HUD System Performance Measures

Correction

- Update Date Homelessness Started to accurate date
- May use enrollment date if no other data is available for first time homeless
- Date must be consistent with other 3.917 fields



Data Quality Review

Issue

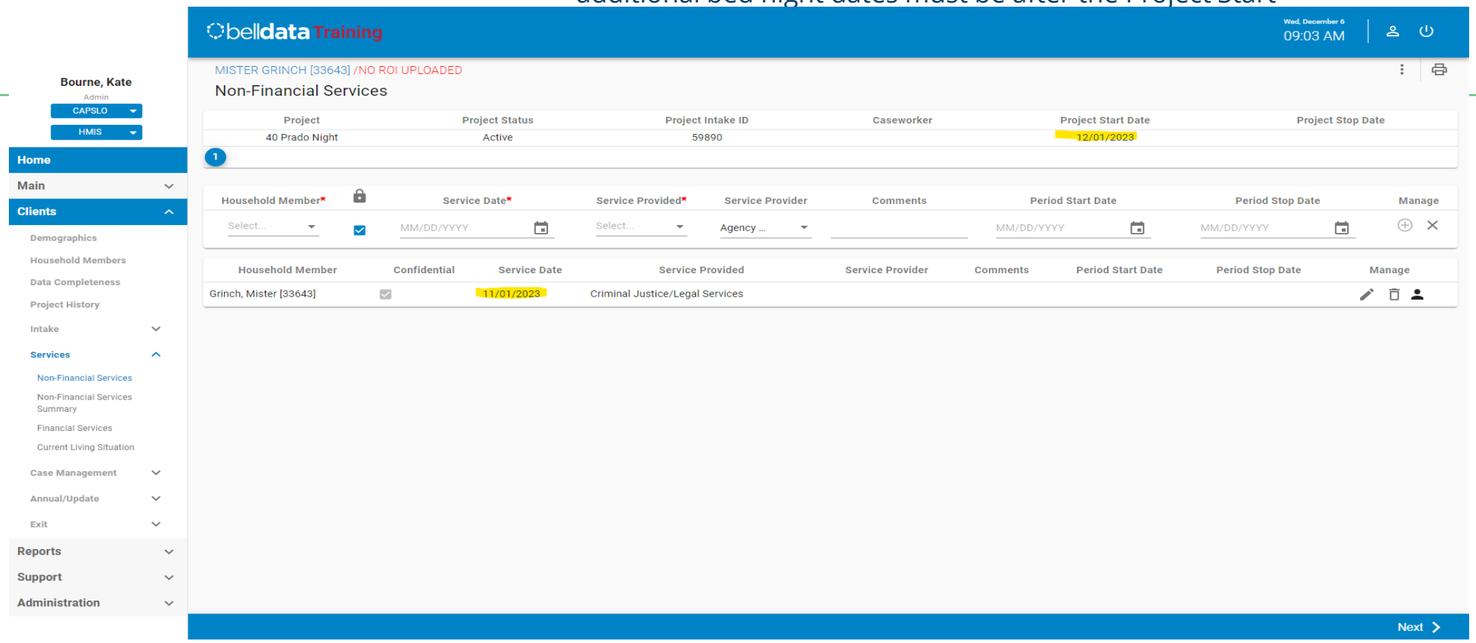
- Services Outside of Enrollments

Impact

- Loss of data that should be a separate and distinct enrollment for a client
- Impacts HUD CSV Migration for Bed Nights
- Possible impacts to CoC APR and/ or ESG CAPER, if applicable to funding source.
- Data Standard Reference: There must be a record of a bed night on the project start date into the shelter; any additional bed night dates must be after the Project Start

Correction

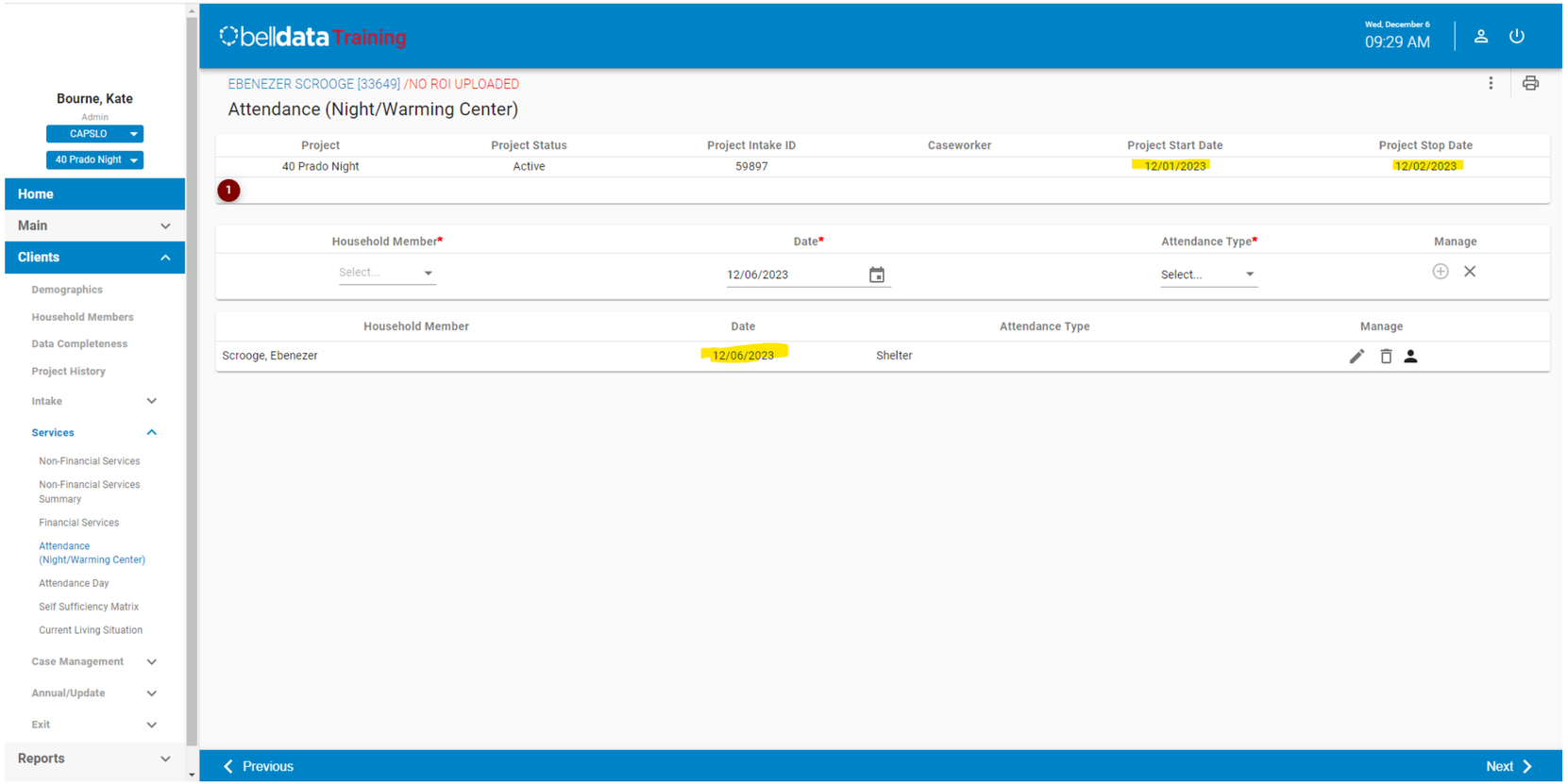
- Delete erroneous records
- Create distinct enrollments, if necessary
- Edit enrollment or exit dates to cover service ranges



Data Quality Review

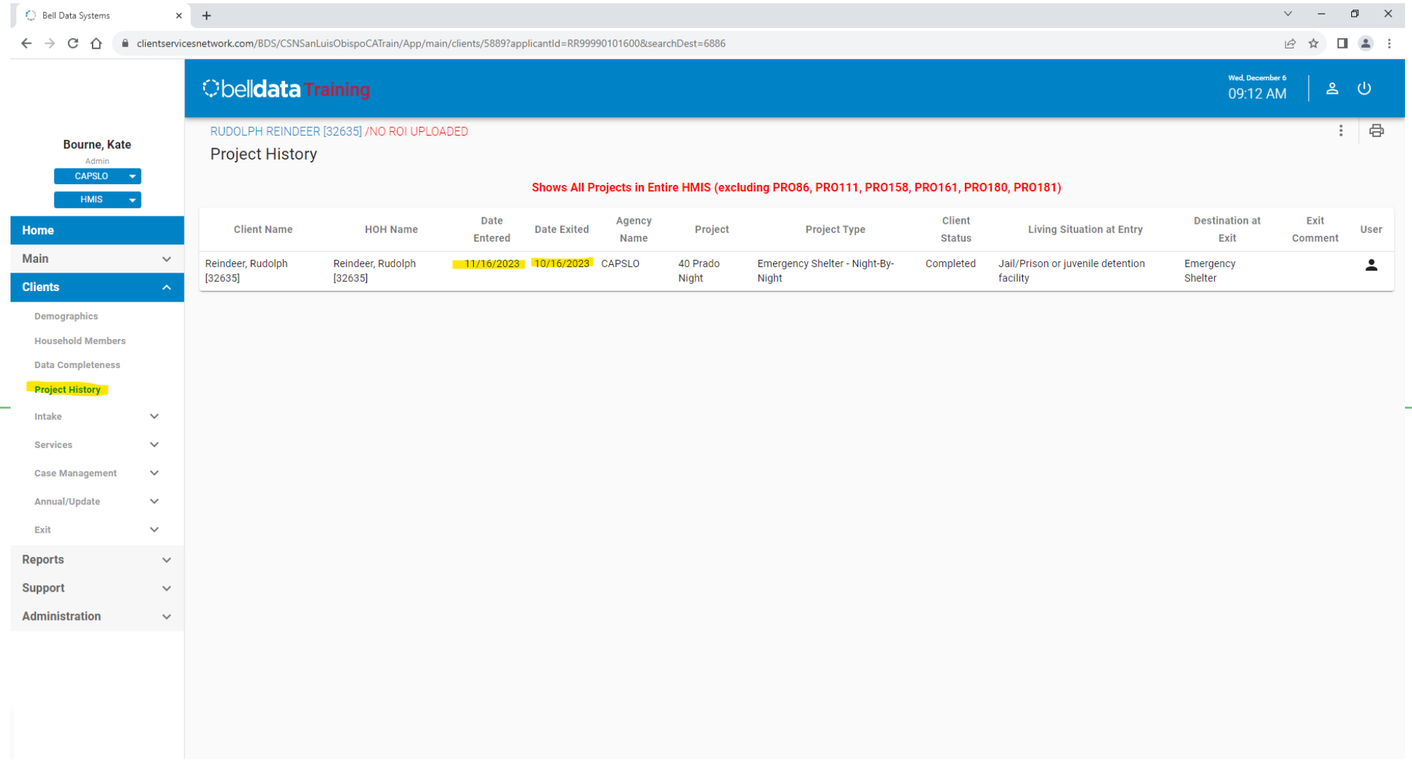
Issue

- Services Outside of Enrollments



Data Quality Review

Issue	Impact	Correction
• Exit Before Entry	• Incorrect enrollment • Impacts HUD CSV Migration • Possible impacts to CoC APR and/ or ESG CAPER, if applicable to funding source	• Update Exit Date to accurate date



Data Quality Review

Issue

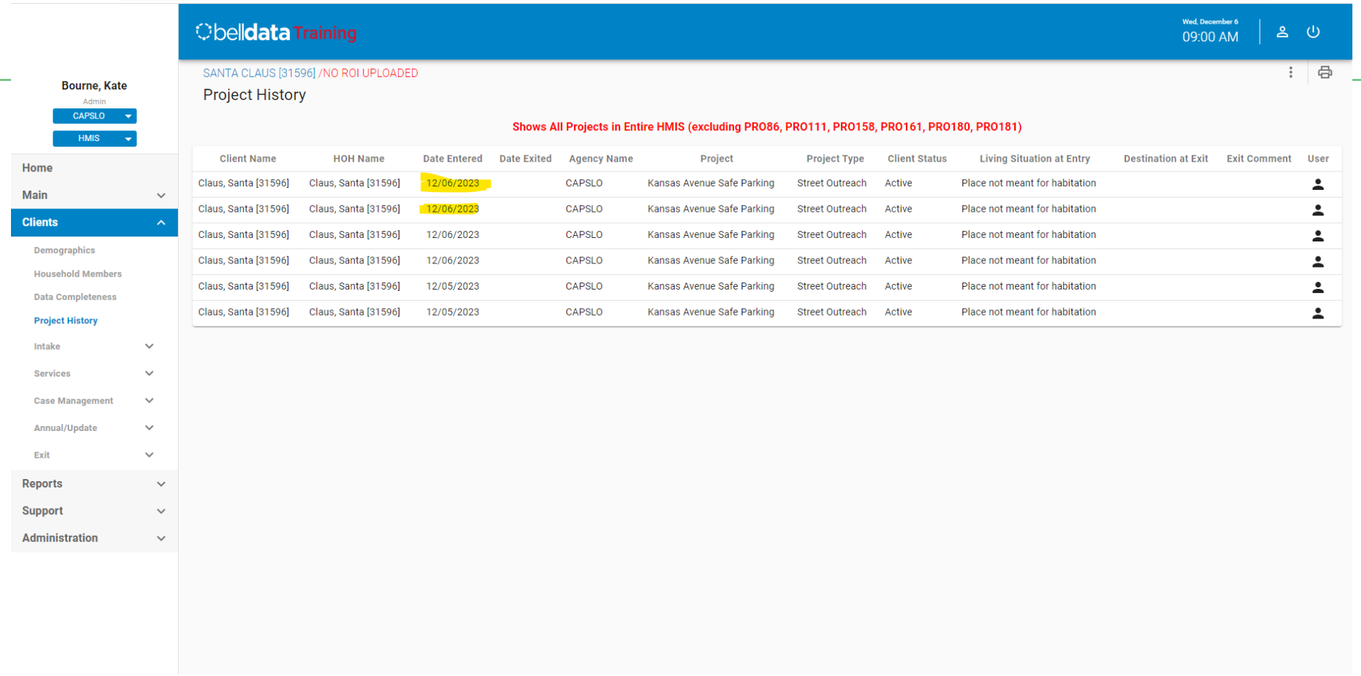
- Duplicate Enrollments

Impact

- Loss of data that should be a separate and distinct enrollment for a client
- Impacts HUD CSV Migration
- Possible impacts to CoC APR and/ or ESG CAPER, if applicable to funding source

Correction

- Delete erroneous records
- Create distinct enrollments, if necessary



Data Quality Review

Issue

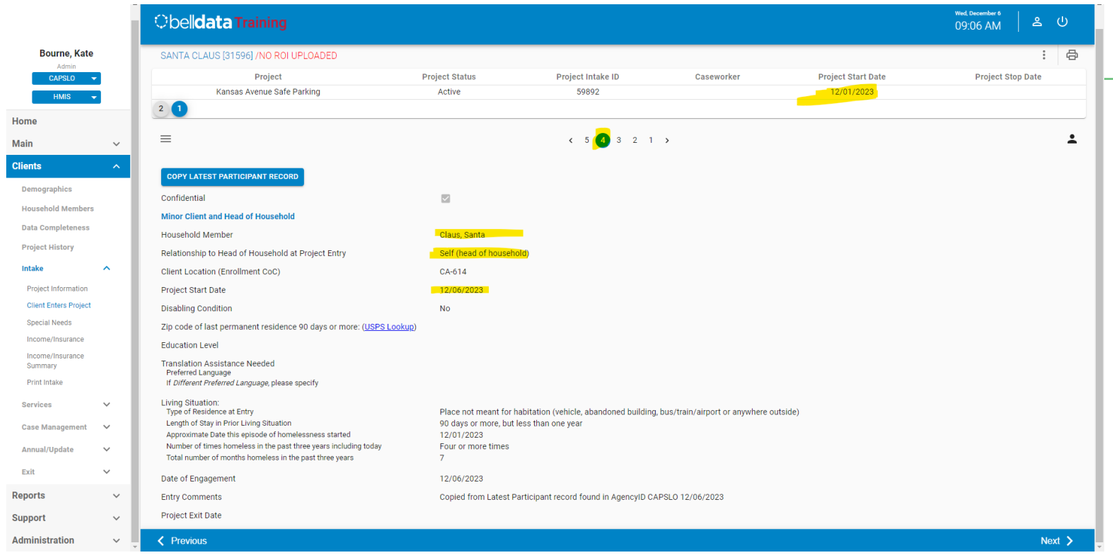
- Enrollment Configuration Issues

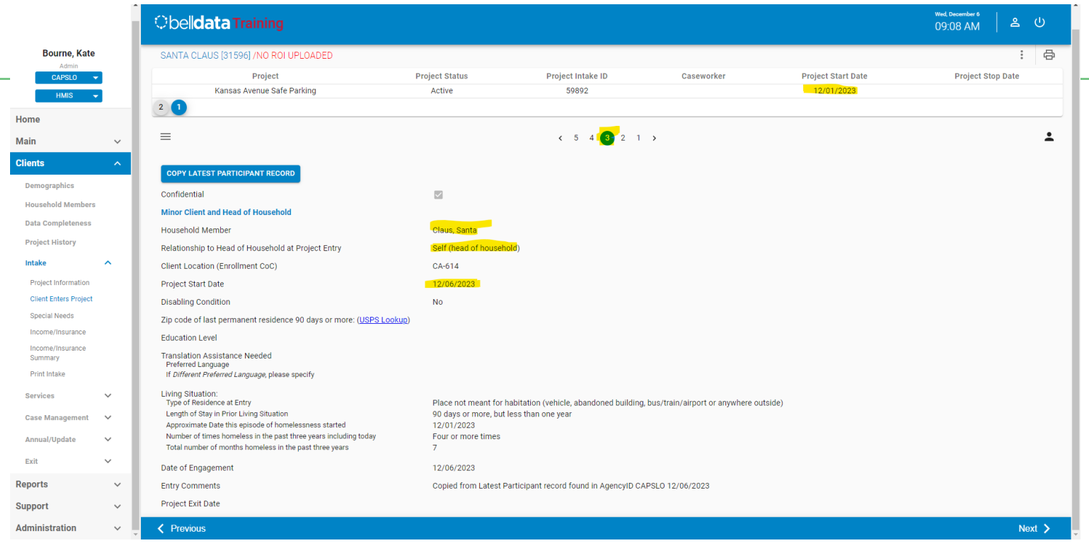
Impact

- Loss of data that should be attached to a different household member
- Loss of data that should be a separate and distinct enrollment for a client
- Impacts HUD CSV Migration
- Possible impacts to CoC APR and/ or ESG CAPER, if applicable to funding source

Correction

- Delete erroneous records
- Create distinct enrollments, if necessary
- Edit records to include correct household members





Data Quality Review

Issue

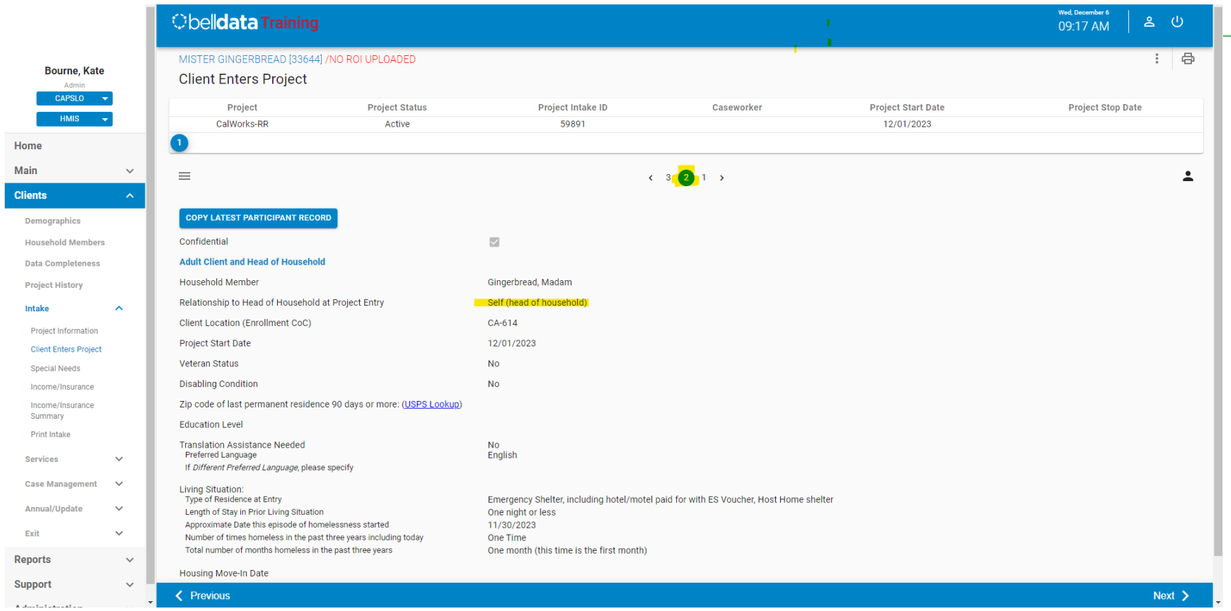
- Head of Household Issues

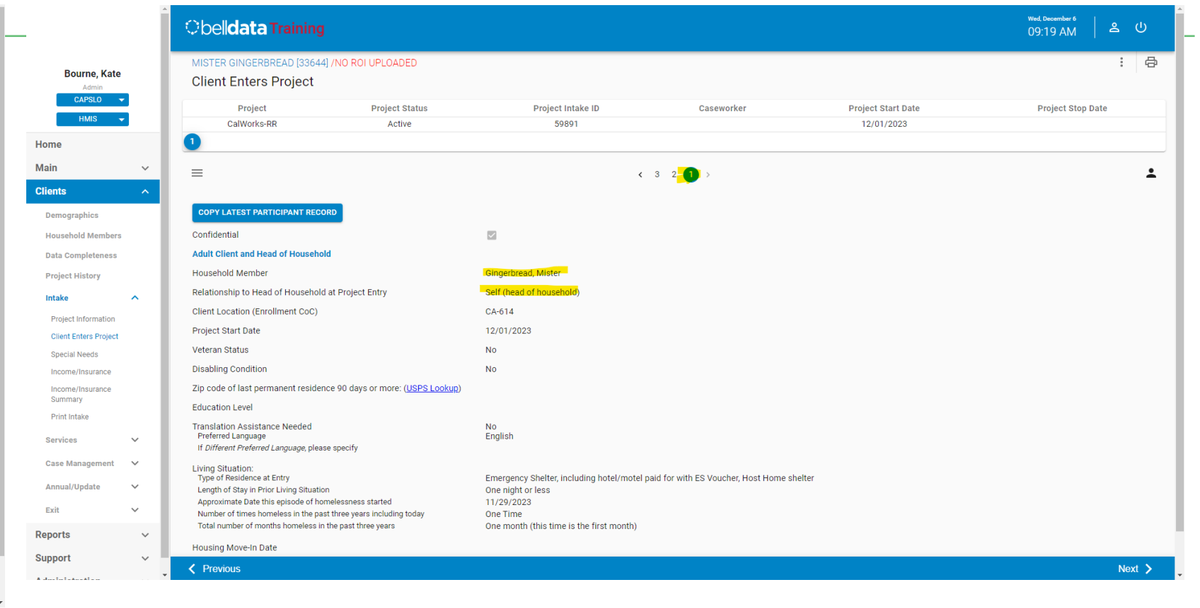
Impact

- Inaccurate household configuration
- Scripting will identify oldest member as Self
- Scripting will use MIN enrollment ID as Self if DOB issues also exist.

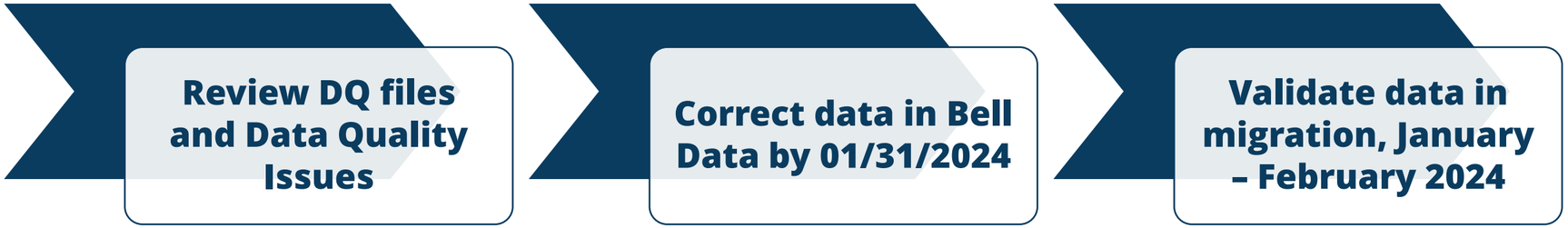
Correction

- Correct Relationship to Head of Household in enrollment





Next Steps


Review DQ files and Data Quality Issues
Correct data in Bell Data by 01/31/2024
Validate data in migration, January – February 2024

Next Steps