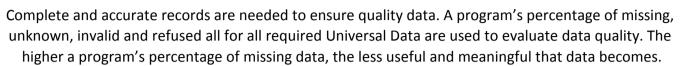
HMIS Data Quality Report Card

Sample Reporting Period 8/1/2013-8/31/2013

PROGRAM INFORMATION

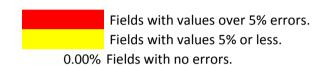
Agency Name: Pacific Lifeline
Type: Transitional Shelter

Data Quality and Completeness:



Tota	
------	--

Demographic Data	Clients:	24	
	# Missing	% Missing	
Race	0	0.00%	
Ethnicity	0	0.00%	
Gender	0	0.00%	
Veteran	0	0.00%	
Disabling condition	0	0.00%	
Residence Prior	9	37.50%	
length of Stay	9	37.50%	
Zip Code	14	58.33%	
Housing Status	2	8.33%	
Entry Date	0	0.00%	
Exit Date	0	100.00%	



Missing data includes responses such as: "Don't Know," "Refused," "Unknown," and invalid responses. A program should have less than 5% missing field rate in order to ensure accurate data. Missing intake and exit data needs to be reviewed by staff on a regular basis and any additional Universal Data Element information received from the consumer after intake should be entered into HMIS.

Bed Utilization

Program	Bed Count	Occupying Individuals	Percent Bed Occupancy
Transitional Shelter	28	17	**61.00%

^{*}Typically, programs reporting over 105% of their beds are occupied are failing to exit clients from their HMIS.

Report Name: Data Timeliness Report

Program	1 - 7 days	8 - 14 days	15 - 21 days	22 - 30 days	31 - 60 days	61-90 days	over 90 days
Transitional Shelter	1	2	0	6	0	4	11

This report calculates the difference between the program entry date specified for the client and the date the client's application was entered into the system. For example, if a client's Program Entry date of "April 4, 2013" was recorded on April 9, 2013, then the report would calculate a 5 day lag time in recording data. The report groups the number of applications by program and has 7 buckets for the number of days an application has been lagging.

^{**}Typically, programs reporting that less than 65% of their beds are occupied are not entering all clients into their HMIS.