

# HMIS Data Quality Report Card

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



## PROGRAM INFORMATION

Agency Name: Housing Authority

Type: Transitional Housing

### Data Quality and Completeness:

Complete and accurate records are needed to ensure quality data. A program's percentage of missing, unknown, invalid and refused for all required Universal Data are used to evaluate data quality. The higher a program's percentage of missing or erroneous data, the less useful and meaningful that data becomes.

Demographic Data	Total Clients: 228	
	# Missing	% Missing
Race	4	1.75%
Ethnicity	4	1.75%
Gender	0	0.00%
Veteran	0	0.00%
Disabling condition	0	0.00%
Residence Prior	107	46.93%
length of Stay	107	46.93%
Zip Code	0	0.00%
Housing Status	0	0.00%
Entry Date	0	0.00%
Exit Date	0	0.00%

Fields with values over 5% errors.  
 Fields with values 5% or less.  
 0.00% Fields with no errors.

Missing data includes responses such as: "Don't Know," "Refused," 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
HAC_VASH	234	206	88%

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

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

### 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
VASH	30	19	15	61	33	15	51

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.