

# HMIS Data Quality Report Card

Sample Reporting Period 10/1/2021 02/28/2022



## PROGRAM INFORMATION

Agency Name: **SB Housing Authority**

### Data Quality and Completeness

Complete and accurate records are required to ensure data quality. Required Data that is missing, incomplete or not collected has a negative impact on the quality of data. The higher a programs' percentage of missing or erroneous data, the less useful the data becomes.

**Total Clients Served:** 683

#### Client Demographic Data

Data Element	Client Doesn't Know / Refused	Information Missing	Data Issues	% of Error Rate
Name (3.1)	0	0	0	0.00%
Social Security Number (3.2)	1	2	3	0.88%
Date of Birth (3.3)	0	0	0	0.00%
Race (3.4)	1	1		0.29%
Ethnicity (3.5)	0	0		0.00%
Gender (3.6)	0	0		0.00%

#### Universal Data

Data Element	Error Count	% of Error Rate
Veteran Status (3.7)	4	0.59%
Project Entry Date (3.10)	0	0.00%
Relationship to Head of Household (3.15)	2	0.29%
Client Location (3.16)	3	0.72%
Disabling Condition (3.8)	5	0.73%

#### Income and Housing Data

Data Element	Error Count	% of Error Rate
Destination (3.12)	0	0.00%
Income and Sources (4.2) at Start	17	3.23%
Income and Sources (4.2) at Annual Assessment	294	74.62%
Income and Sources (4.2) at Exit	1	25.00%

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

Error rate includes data not collected, missing information, client doesn't know and client refused options. A program should have less than a 5% error rate in order to ensure accurate data. Missing intake and exit data needs to be reviewed by staff on a regular basis. Any additional Data received from the client after enrollment, should be entered into the Homeless Management Information System (HMIS) within a timely manner.

**HUD Policy:** A 95% standard of completeness rate for all funded homeless projects should be established and expected. Programs should work toward ensuring that 95% of all required data elements for each client served are collected and entered correctly into the HMIS.

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Type	0 days	1-3 days	4-5 days	Over 5 days	Average
Entry Timeliness	193	48	13	507	239.14
Exit Timeliness	10	0	0	71	125.97

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, 2016" was recorded on "April 9, 2016," then the report would calculate a 5 day lag time in recording data. The report groups the number of applications by program and has 5 buckets for the number of days an application has been lagging.

**HUD Policy:** Data entry should be current within 5 business days of intake, exit, and service provision.

## HMIS Users

Below is a list of all HMIS Users currently active within your agency. If any user on this list has left your agency during the last reporting period, then please email the HMIS helpdesk. Users are considered inactive if they have not logged into the system for 30 days or left the agency. If a user is inactive, or if you have additional staff needing HMIS access or training, please contact HMIS.

Agency	Name	Email
SB Housing Authority	Amanda Tower	atower@hacsb.com
SB Housing Authority	April Mendoza	amendoza@brilliantcorners.org
SB Housing Authority	Cristina Mancian	cmancian@brilliantcorners.org
SB Housing Authority	Cynthia Hernandez	chernandez@brilliantcorners.org
SB Housing Authority	Daisy Perez	dperez@brilliantcorners.org
SB Housing Authority	Justin Post	jpost@brilliantcorners.org
SB Housing Authority	Kimberlynn Villegas	kvillegas@hacsb.com
SB Housing Authority	Marisol Gonzalez	mgonzalez@brilliantcorners.org
SB Housing Authority	Stanton Weeks	sweeks@hacsb.com
SB Housing Authority	Todd Miller	tmiller@brilliantcorners.org
SB Housing Authority	Verenis Chavez	vchavez@hacsb.com
SB Housing Authority	Veronica Becerra	vbecerra@hacsb.com
SB Housing Authority	Veronica Vasquez	vvasquez@hacsb.com
SB Housing Authority	Vivian Rivera-Law	vrlaw@hacsb.com