LAHSA is excited to announce the 2020 data standards updates that will be available and effective on October 1, 2019. Key updates are summarized below.

1) Disabling Condition
The purpose of this data element (3.08) is to indicate whether or not the participant has a disabling condition. Used with other information, this data element identifies whether the participant meets the criteria for chronic homelessness.

- **WHAT IS THE UPDATE?**
  ‘Disabling Condition’ will only appear on the program entry screen; it will no longer be available on the ‘Status’ and ‘Exit’ screens. The disabling condition should be collected at program entry and updated as necessary to reflect new information.

- **ACTION REQUIRED**
  Be sure to enter the ‘Disabling Condition’ at program entry.

2) Destination
The purpose of this data element (3.12) is to identify where the participant will stay just after exiting the program.

- **WHAT IS THE UPDATE?**
  Three (3) ‘Destination’ picklist value display names that have been added. Five (5) ‘Destination’ picklist value display names that have been updated.

<table>
<thead>
<tr>
<th>Type of Adjustment</th>
<th>Added or Update</th>
<th>Previously</th>
</tr>
</thead>
<tbody>
<tr>
<td>New Picklist Value</td>
<td>Host Home (non-crisis)</td>
<td></td>
</tr>
<tr>
<td>New Picklist Value</td>
<td>Rental by client, with HCV voucher (tenant or project based)</td>
<td></td>
</tr>
<tr>
<td>New Picklist Value</td>
<td>Rental by client in a public housing unit</td>
<td></td>
</tr>
<tr>
<td>Updated Picklist Value Display Name</td>
<td>Emergency shelter, including hotel or motel paid for with emergency shelter voucher, or RHY-funded Host Home shelter</td>
<td>Emergency shelter, including hotel or motel paid for with emergency shelter voucher</td>
</tr>
<tr>
<td>Updated Picklist Value Display Name</td>
<td>Transitional housing for homeless persons (including homeless youth)</td>
<td>Transitional housing for homeless persons</td>
</tr>
<tr>
<td>Updated Picklist Value Display Name</td>
<td>Staying or living with family, temporary tenure (e.g. room, apartment or house)</td>
<td>Staying or living with family, temporary tenure</td>
</tr>
<tr>
<td>Updated Picklist Value Display Name</td>
<td>Staying or living with friends, temporary tenure (e.g. room, apartment or house)</td>
<td>Staying or living with friends, temporary tenure</td>
</tr>
<tr>
<td>Updated Picklist Value Display Name</td>
<td>Place not meant for habitation (e.g., a vehicle, an abandoned building, bus/train/subway station/airport or anywhere outside)</td>
<td>Place not meant for habitation</td>
</tr>
</tbody>
</table>

- **ACTION REQUIRED**
  If you are running any Looker queries that utilizing specific ‘Destination’ as a filter, update the responses to the new display name where the wording has been updated. Additional details can be found within 2020 HMIS Data Standards: 'Destination' field value.
3) **Housing Move-In Date**
The purpose of this data element (3.20) is to capture the date the household moves into housing and/or is admitted into a permanent housing program. This applies to **PH type programs**, i.e.: Rapid-Rehousing, PSH, Housing Only, and Housing with Services and **Street Outreach type programs**.

Although it was once possible to capture the ‘Housing Move-In Date’ at the status update or exit screen, it is no longer applicable.

- **WHAT IS THE UPDATE?**
  - For previously existing program entries: If the program entry had multiple move-in dates then the greatest ‘Housing Move-In Date’ entered was kept and mapped to the program’s entry screen.
  
  - For all other program entries: Be sure to enter the ‘Housing Move-In Date’ at program entry for the head of the household for each program entry. The ‘Housing Move-In Date’ is now entered on the program entry screen only.

- **ACTION REQUIRED**
  - Verify that the correct ‘Housing Move-In Date’ is mapped to the program’s entry screen.

Note:
If the household has moved-in to permanent housing, but loses their housing for any reason, **do not delete or edit the housing move-in information on the entry screen**. If the household is still receiving services through the program, simply exit the household from the program and start a new program entry.

If the household has moved-in to permanent housing, but then moves to another permanent housing **without a gap** (such as moving to more affordable unit), keep the existing enrollment open, leaving the original housing move-in date, and simply update the address.

4) **Prior Living Situation**
The purpose of this data element (3.917) is to identify the type of living situation and length of stay in that situation just prior to the program start for all adults and heads of households.

- **WHAT IS THE UPDATE?**
  - The ‘Interim Housing’ option is being retired from the ‘Type of Residence’ field captured at program entry.

- **ACTION REQUIRED**
  - For active participants identify and backdate any participants with the Prior Living Situation ‘Type of Residence’ of “Interim Housing”. Update the selection from ‘Interim Housing’ to the appropriate living situation, as of the program start date.

5) **Developmental Disability and HIV/AIDS**
The purpose of data element (4.06) Development Disability and data element (4.08) HIV/AIDS is to identify disabling special needs that contribute to their experience to homelessness or may be a factor in housing.

- **WHAT IS THE UPDATE?**
  - The dependent field “Substantially Impairs Independence” is no longer required, and will be removed

- **ACTION REQUIRED**
  - Nothing!
6) **Current Living Situation**

The purpose of this data element (4.12) is to record each contact with people experiencing homelessness by street outreach and other service projects and to provide information on the number of contacts required to engage the participant.

- **WHAT IS THE UPDATE?**
  The ‘Contact’ service is being retired and replaced by the ‘Current Living Situation’ as an assessment within the program ‘Assessments’ tab in the program entry.

- **ACTION REQUIRED**
  Every time a participant is entered into the program, a corresponding ‘Current Living Situation’ assessment must be captured with a matching date as the program start date. Thereafter, record the participants ‘Current Living Situation’ as an assessment for each contact.

7) **Sexual Orientation**

The purpose of this data element (R3) is to identify what best represents how the participants think about themselves. This applies to ES, SH, & TH program types, RHY head of household, and TAY youth.

- **WHAT IS THE UPDATE?**
  The ‘Sexual Orientation’ now includes a follow-up response when ‘Other’ is selected.

- **ACTION REQUIRED**
  When ‘Other’ is selected to question “43. Which of the following best represents how you think about yourself?” then the ‘Other Sexual Orientation’ field is required.

8) **Updated Fields Impacting Looker Reports**

To ensure a smooth experience when using Looker, reports that reference fields or field values that have been updated or discontinued will need to be modified. This will prevent and/or alleviate issues when running your looks.

- **WHAT ARE THE UPDATES?**
  Use the following link for a full detailed chart of the fields that have been adjusted.


- **ACTION REQUIRED**
  If you are running any Looker queries that utilize any of the fields that have been adjusted then update your queries accordingly.

  For example, if your Looker queries utilize the program ‘Site Type’ field, replace ‘Site Type’ with ‘Program Type’ in its place.

9) **Uploading Files**

Minor updates to the document categories and predefined ‘file’ names were implemented.

- **WHAT ARE THE UPDATES?**
  The categories and the predefined ‘file’ names have been refined to help manage and track participants files.

  We launched a pilot program for uploading documents to HMIS. A small number of agencies are participating in the pilot program with our intention to roll this out to all agencies in the near future. We
want to ensure we can provide adequate support to you all so that this effort is not a burden, but beneficial. Please visit this [link](#) for a summary and description of each document.

- **ACTION REQUIRED**
  Nothing!
10) **Auto-Exit UPDATE** – Based on your feedback, the launch of the auto-exit process will be postponed until a later date. The HMIS team will send out a future notification of when this process will be launched.

An important aspect of recording information in Clarity is ensuring that participants that are no longer in a program are exited properly and timely. Not only does accurate recording of exits allow for reporting of program outcomes, it also allows for a picture of program utilization and availability across the Los Angeles Continuum of Care and can ultimately affect how funding decisions are made.

To help reduce the number of participants that are marked as active when in actuality they left the program months ago, LAHSA is rolling out an enhancement to Clarity that will automatically exit participants from programs if there is no service information recorded in the last 90 days. This enhancement will be applied to all program types except for permanent supportive housing **starting on 10/1/2019**. Participants who are automatically exited will have their exit information marked as ‘Unknown’/‘Data not collected’, so it is important that you, providers, maintain exits on a timely basis. The auto-exit feature is not intended to supersede normal practice when exiting a participant from a program, and a high number of unknown destinations can negatively affect your program’s outcomes. If you are unsure how to view a participant’s service history or want more information on how to address a participant’s enrollment after being exited, please see the quick FAQ included below.

- **Is there a way to get a list of participant’s in my program without a recent service?**
  Yes! Clarity offers a ready-made report that will provide a list of clients who are close to being automatically exited. From any screen in Clarity, click the launcher icon in the top right corner, click reports, then select the [EXIT-101] Potential Exits located in the Program Based Reports accordion menu. Use the following link for a full detailed guide on the EXIT-101 report from our HMIS vendor, Bitfocus. [https://get.clarityhs.help/hc/en-us/articles/115002592727--EXIT-101-Potential-Exits](https://get.clarityhs.help/hc/en-us/articles/115002592727--EXIT-101-Potential-Exits)

- **Will anyone be notified when a participant is auto-exited?**
  Yes! The assigned case manager on the enrollment will get a notification email with a list of enrollments that were auto-exited. It’s important for providers to ensure that the assigned case manager on each enrollment is correct and that these communications are reviewed to determine if any further action is needed (such as re-activating a participant that is still enrolled in the program).

- **What should I do if participants were auto-exited from a program in Clarity, but they are still active in the program and receiving services?**
  If you need to make modifications to a participant's program history, you can simply remove the exit-date in Clarity by locating the program in the participant’s profile, click the edit icon on the left of the program name, then click Exit to view the exit screen. From there simply remove the current exit date and click ‘Save’ at the bottom of the page. Modifications can now be made to the program as if the exit did not occur. Ensure that services are recorded on the participant’s enrollment to prevent the participant from being automatically exited again on the following day.

- **What if a client doesn’t show up and later returns to receive services?**
  If you are working with a participant who returned after a period of 30 days or more without contact, the first enrollment should be exited and the participant should go through the intake process with a new enrollment regardless of whether the housing status or personal information is the same.