HMIS Focused Training
# Rapid Re-Housing

January 13, 2020

What is HMIS?

- HMIS = **Homeless Management Information System**
- Locally administered data system used to record and analyze client, service, and housing data
- Federally mandated beginning in 2010 for homeless-dedicated programs
- Defined and used by federal partners in effort to end homelessness, including:
  - Department of Housing and Urban Development (HUD)
  - Department of Health and Human Services (HHS)
  - Department of Veterans Affairs (VA)

What is Rapid Re-Housing (RRH)?

- A housing intervention intended to rapidly connect homeless individuals and families to permanent housing through a combination of services such as Deposit Assistance, Rental Assistance, and other supportive services.

- A Permanent Housing solution in our Continuum of Care.

- A project type in our HMIS database (i.e. PH - Rapid Re-Housing).

Rapid Re-Housing:
Ideal Workflow
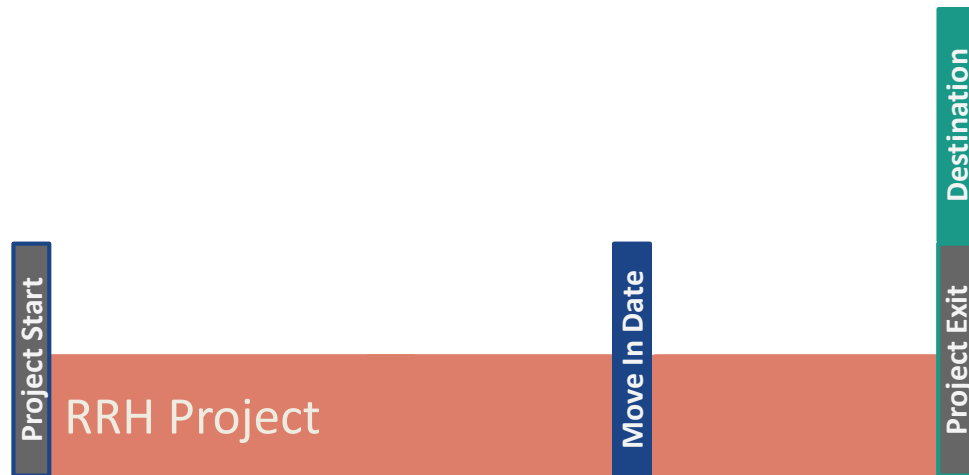
You enroll the client into your program making sure to record the appropriate Project Start Date.

Then, you help the client attain housing, and record the appropriate Move In Date for when the client moved into housing.

Some time after the client moves into housing they no longer receive services from your program. So, you record the appropriate Exit Date and Destination, on the Exit Screen.

Project Start

RRH Project

Move In Date

Destination

Project Exit

Enrollment Screen

Universal Data Elements

3.10 Project Start Date

3.08 Disabling Condition

3.15 Relationship to Head of Household

3.20 Housing Move In Date

3.917 Prior Living Situation

Program Specific Data Elements

4.02 Income and Sources

4.03 Non-Cash Benefits

4.04 Health Insurance

4.05 Physical Disability

4.06 Developmental Disability

4.07 Chronic Health Condition

4.08 HIV/AIDS

4.09 Mental Health Problem

4.10 Substance Abuse

4.11 Domestic Violence

Enrollment Screen in Clarity

Exit Screen

Universal Data Elements	Program Specific Data Elements	
3.10 Project Exit Date	4.02 Income and Sources	4.07 Chronic Health Condition
3.12 Destination	4.03 Non-Cash Benefits	4.08 HIV/AIDS
	4.04 Health Insurance	4.09 Mental Health Problem
	4.05 Physical Disability	4.10 Substance Abuse
	4.06 Developmental Disability	

Exit Screen in Clarity

Focused Data Entry for Rapid Re-Housing

These 4 Data elements have specific consequences in the Rapid Re-Housing workflow.

Enrollment Screen

3.10 Project Start Date

3.20 Housing Move In Date

Exit Screen

3.11 Project Exit Date

3.12 Destination

3.10 Project Start Date

The date on which the client meets all of the following requirements:

1) **Information provided by the client or from the referral** indicates they meet the criteria for admission;

2) The **client has indicated** they want to be housed in this project;

3) The **client is able to access services and housing** through the project. The expectation is the project has a housing opening (on-site, site-based, or scattered-site subsidy) or expects to have one in a reasonably short amount of time.

3.20 Housing Move In Date

The Housing Move In Date is the date that a household admitted into a Permanent Housing project moves into housing.

The **Housing Move In Date** is used to

- Indicate when a household moved into housing,
- Classify clients in Permanent Housing programs as either housed or homeless, and
- Inform PITC and HIC reports.

3.20 Housing Move In Date (Continued)

1. You start working with a client, and enroll them into your Rapid Re-Housing program.

2. The client moves into housing.

3. The client loses their housing, but you continue working with them towards regaining their housing.

4. The client moves into housing once again, and eventually stops receiving services from your program.
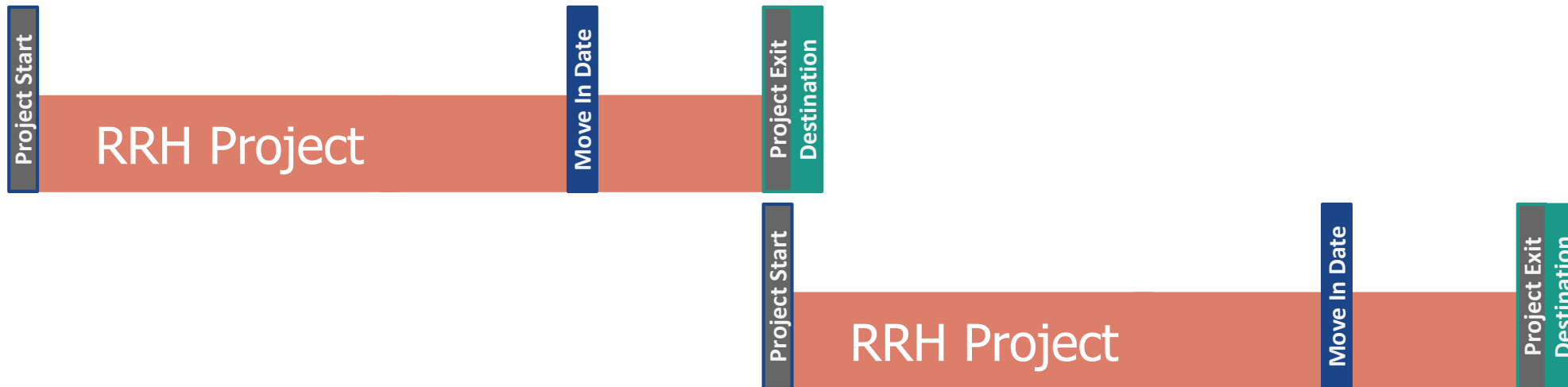
3.20 Housing Move In Date (Continued)

In the event a client is transferred into a PSH or RRH project having already moved into a permanent housing unit, the client's *Project Start Date* and *Housing Move-in Date* will be the same date. It is not necessary or appropriate to have the *Housing Move-in Date* reflect the original move-in, since the purpose of the data element is to distinguish between housed and homeless statuses during a single enrollment.

3.20 Housing Move In Date (Continued)

If the client is still enrolled and working with you in RRH, and the client moves directly from one unit into another unit, with no days of homelessness in between. It is **NOT** necessary to exit and re-enter them, because their housing move-in date would still accurately reflect the day they entered permanent housing according to that enrollment record.

RRH Enrollments in HMIS track the engagement with the program not the connection to a unit.

Project Start | RRH Project | Move In Date | Project Exit | Destination
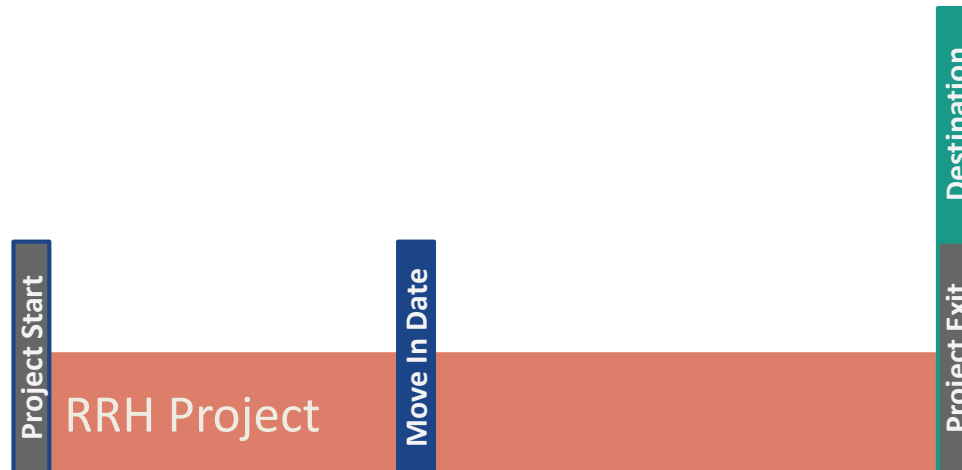
The workflow should look just like it would had the client never moved units.

3.20 Housing Move In Date (Continued)

Housing Move-in Date must be between the *Project Start Date* and *Project Exit Date*. It may be the same as the *Project Start Date* if the client moves into housing on the date they were accepted into the program (or was already in housing when they entered the project, e.g. due to a project transfer). There can be no more than one *Housing Move-in Date* per enrollment. Once a *Housing Move-In Date* has been recorded for an enrollment, it should not be removed from the client's record, even if they subsequently lose that housing situation.
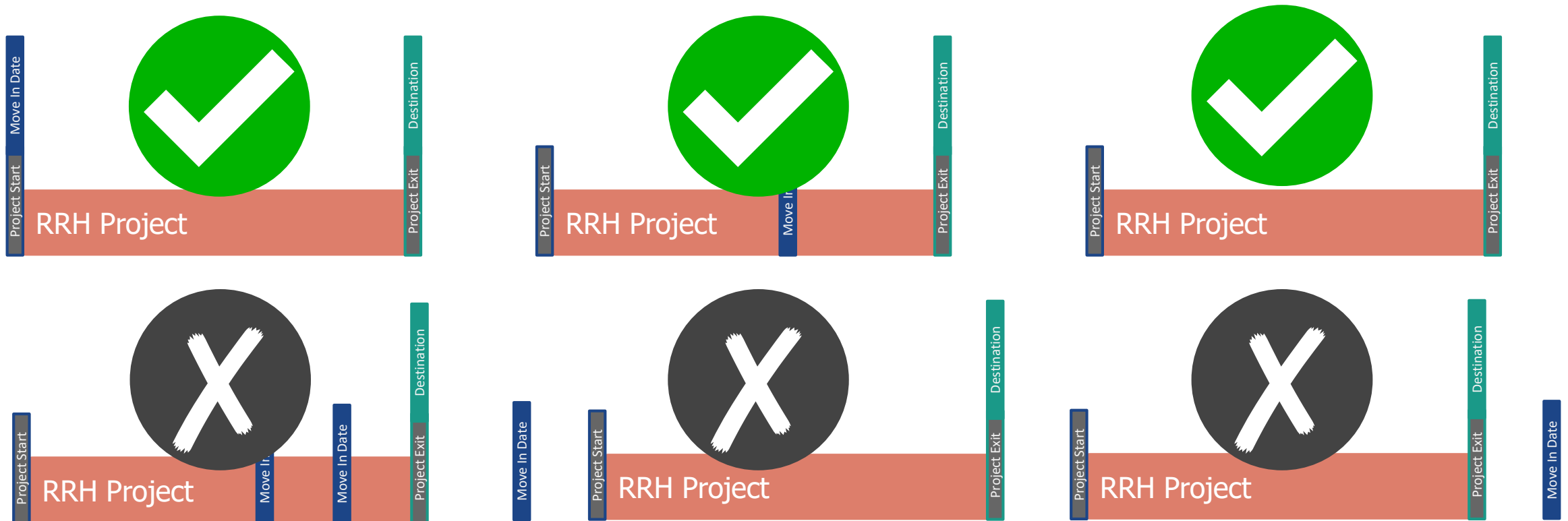
3.20 Housing Move In Date (Continued)

For RRH projects that are **NOT** funded as Joint TH-RRH programs, a Housing Move-in Date must be entered regardless of whether or not the RRH project is providing the rental assistance for the unit.

For example, if an RRH project provides supportive services, but is not providing the rental assistance for the unit, a Housing Move-in Date must still be entered to differentiate RRH clients in housing from those still experiencing homelessness.

The destinations to the right are permanent destinations. When a client enters one of these destinations while enrolled in a rapid re-housing program the program should also add a Move In Date.

29	Residential project or halfway house with no homeless criteria
14	Hotel or motel paid for without emergency shelter voucher
2	Transitional housing for homeless persons (including homeless youth)
32	Host Home (non-crisis)
13	Staying or living with friends, temporary tenure (e.g. room, apartment or house)
12	Staying or living with family, temporary tenure (e.g. room, apartment or house)
22	Staying or living with family, permanent tenure
23	Staying or living with friends, permanent tenure
26	Moved from one HOPWA funded project to HOPWA PH
27	Moved from one HOPWA funded project to HOPWA TH
28	Rental by client, with GPD TIP housing subsidy
19	Rental by client, with VASH housing subsidy
3	Permanent housing (other than RRH) for formerly homeless persons
31	Rental by client, with RRH or equivalent subsidy
33	Rental by client, with HCV voucher (tenant or project based)
34	Rental by client in a public housing unit
10	Rental by client, no ongoing housing subsidy
20	Rental by client, with other ongoing housing subsidy
21	Owned by client, with ongoing housing subsidy
11	Owned by client, no ongoing housing subsidy

3.11 Project Exit Date

This data element should record the date a client stopped participating in a project.

Each individual client in a household will have their own *Project Exit Date*.

Clients in **rapid re-housing projects** are to be exited after the last RRH service is provided. If eligible, RRH case management services are provided past the final date of receiving rental assistance then the client must not be exited until those services cease.

If a client uses a service for just one day (i.e., starts and stops before midnight of same day), then the *Project Exit Date* may be the same as the *Project Start Date*.

3.11 Project Exit Date

If a program stops providing rental assistance, but continues to offer other services (e.g. case management) then the program enrollment should stay open until all services cease.
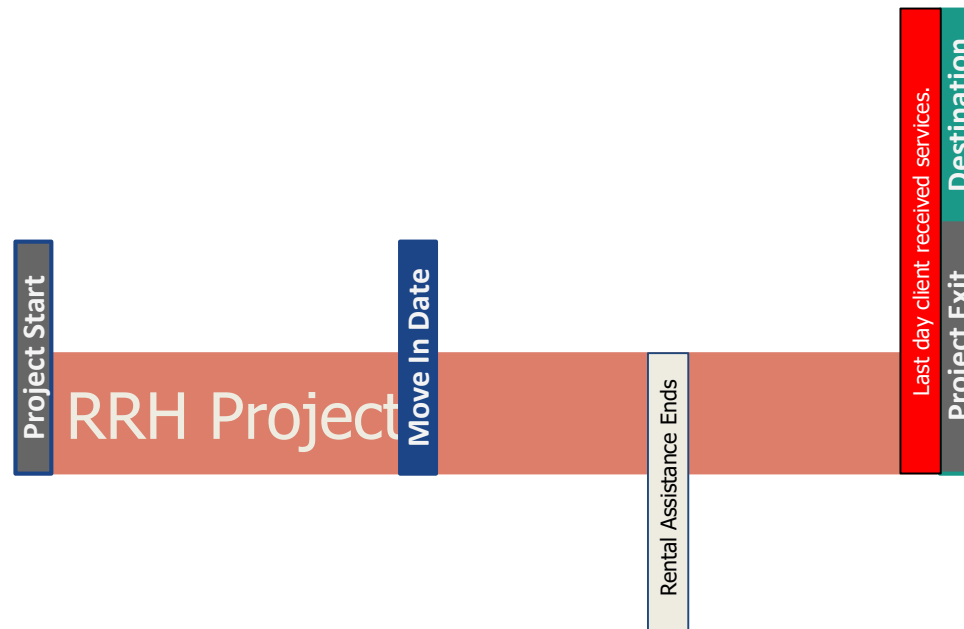
3.12 Destination

To identify where a client will stay after exiting a project for purposes of tracking and outcome measurements. The destinations listed below are only a few Temporary and Permanent Housing situations. A complete list of Destinations is provided in Appendix A of the HMIS Data Standards.

Header	Temporary and Permanent Housing Situations	
29	Residential project or halfway house with no homeless criteria	X
14	Hotel or motel paid for without emergency shelter voucher	X
2	Transitional housing for homeless persons (including homeless youth)	X
32	Host Home (non-crisis)	X
13	Staying or living with friends, temporary tenure (e.g. room, apartment or house)	X
36	Staying or living in a friend's room, apartment or house	
12	Staying or living with family, temporary tenure (e.g. room, apartment or house)	X
22	Staying or living with family, permanent tenure	X
35	Staying or living in a family member's room, apartment or house	
23	Staying or living with friends, permanent tenure	X
26	Moved from one HOPWA funded project to HOPWA PH	X
27	Moved from one HOPWA funded project to HOPWA TH	X
28	Rental by client, with GPD TIP housing subsidy	X
19	Rental by client, with VASH housing subsidy	X
3	Permanent housing (other than RRH) for formerly homeless persons	X
31	Rental by client, with RRH or equivalent subsidy	X
33	Rental by client, with HCV voucher (tenant or project based)	X
34	Rental by client in a public housing unit	X
10	Rental by client, no ongoing housing subsidy	X
20	Rental by client, with other ongoing housing subsidy	X
21	Owned by client, with ongoing housing subsidy	X
11	Owned by client, no ongoing housing subsidy	X

Joint TH-RRH: Workflow

The following slides give best practices for Joint TH-RRH programs.

Please keep in mind that these workflow and best practices may not be applicable for Non-Joint TH-RRH programs.

Transitional Housing
No Rapid Re-Housing

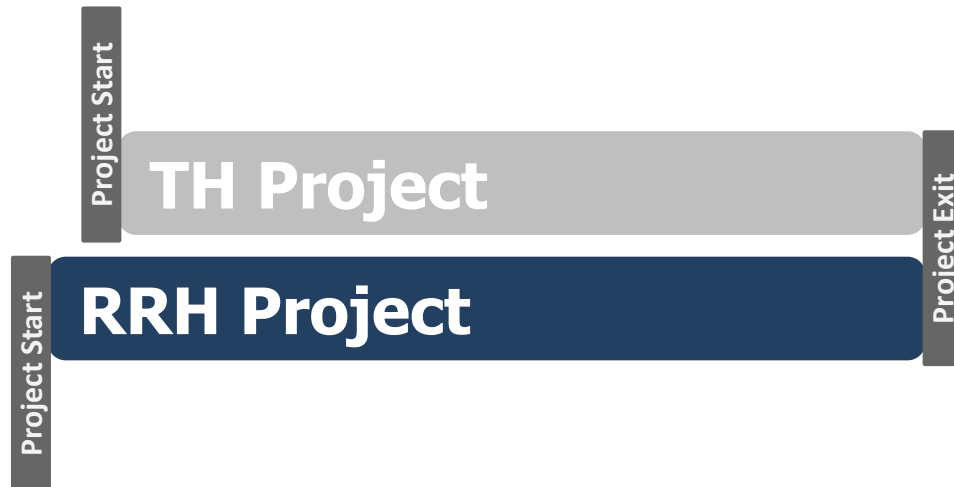| Project Start	TH Project	Project Exit
	RRH Project	

If the client enters the TH Project they should also be enrolled in the RRH Project to show that the client is under consideration for that portion of the project.

The project start date will be the same for both projects.

If the client exits without accessing the RRH project they would be exited from both projects with the appropriate 3.12 Destination and without a Move In Date.

Rapid Re-Housing prior to Transitional Housing

If a client receives housing placement assistance prior to moving into the TH Project then the **TH Project Start Date will be when the client moves into the TH facility**, and the RRH Project Start Date will be when the client meets the following criteria:

1. Information provided by the client or from the referral indicates that they meet the criteria for admission
2. The client has indicated they want to be served or housed in the project
3. The client is able to access services and housing through the project. The expectation is the project has a housing opening (on-site, site-based, or scattered-site subsidy) or expects to have one in a reasonably short amount of time.

Project Start

TH Project

Project Exit

Project Start

RRH Project

Transitional Housing and Rapid Re-Housing + Rental Assistance
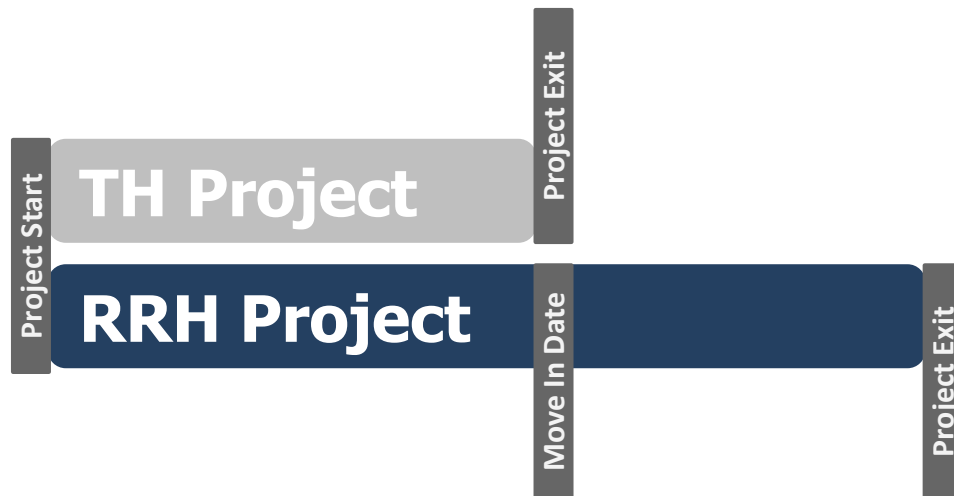
Only those clients who move into permanent housing using the Joint RRH Project's resources should have a Housing Move In date for that Joint RRH project.

The client should be exited from the Joint TH Project on the move in date, and the 3.12 Destination should be "Rental by client with RRH or equivalent subsidy."

TH Project

Project Start

Project Exit

RRH Project

Move In Date

Project Exit

Moves into Housing with Joint RRH + Loses housing + Continues working with program for housing assistance
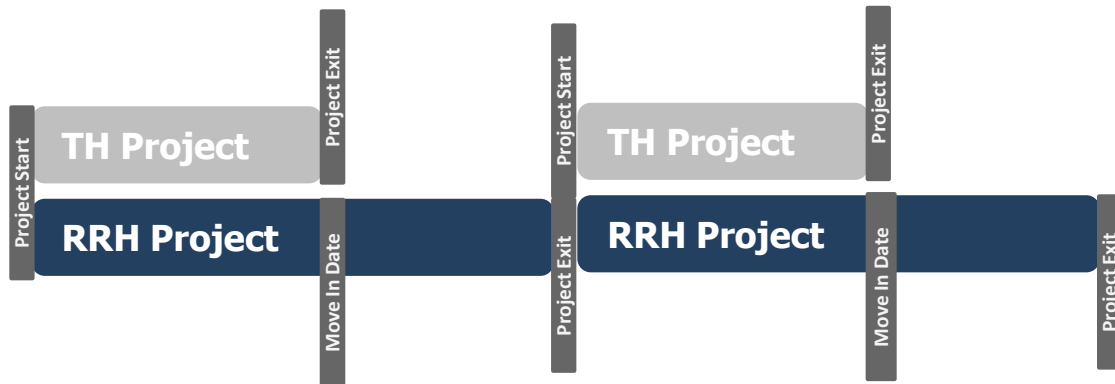
If a client is: working with a program, are housed by this program, and then they subsequently lose their housing, you should exit the client from the initial enrollment and start a new enrollment on the same day.

This workflow indicates that upon losing their housing this client entered the Transitional Housing project and continued working towards utilizing Rapid Re-Housing resources.

Joint TH-RRH: Summary

A client should only be enrolled in the TH Project if they are staying in the TH facility.

If the client is enrolled in the TH Project they should be concurrently enrolled in the RRH Project on the same day to show that they are under consideration for the RRH project as well.

If the client is working towards housing with the Joint TH-RRH program, but NOT staying at the TH facility they should only have the RRH project enrollment.

Wrap Up

- More information on Joint TH-RRH projects. https://files.hudexchange.info/resources/documents/CoC-Program-Joint-Component-Funding-Project-Setup-and-Reporting-in-HMIS.pdf

- Make sure to take the Focused Training: Rapid Re-Housing Quiz after this webinar. https://www.surveymonkey.com/r/January2020RRH

- Deadline to complete the quiz with a score of 90% and above is March 10, 2020.

- If you have any questions or concerns please reach out to us by emailing support@rtfhsd.org