

# ART Gallery Report 0640

## HUD Data Quality Framework Report

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## 1. INTRODUCTION:

This report is intended to be used to provide HUD with Data Quality metrics on a CoC for use in the Annual CoC Program Competition. It is also consistent with CoC and ESG Program (ESG will be updated in the latter part of 2017) Data Quality reporting. Programming specifications are provided for this report as a part of the HMIS Reporting Glossary.

It is expected that all or parts of this report will be used in the CoC annual grant application (to discount system performance measures accordingly); Annual Performance Reports for CoC; and CAPER reports (CAPER is pending). Placing the code in the Glossary allows other federal partner projects can also adopt these tables or methods for their reporting purposes.

This report should be run as needed to report to HUD and to maintain data quality throughout the year.

Prerequisites and workflow requirements:

- Use of a standard HUD Workflow by participating providers
- Proper recording of CoC Code, Program Type Code and Shelter Service Code in the Admin Provider Configurations for each provider in the dataset.

Compatibility and system requirements: This report requires ServicePoint 5.12.24+ or higher and ART 3.1.

## 2. REPORT INSTRUCTIONS AND PROMPTS:

The easiest way to start using this report is to navigate to the auto-mapper. This is a folder that has the reports automatically mapped to your site, so that you don't have to map them yourself. You can navigate to the auto-mapper as shown in Figure 2.1 below:

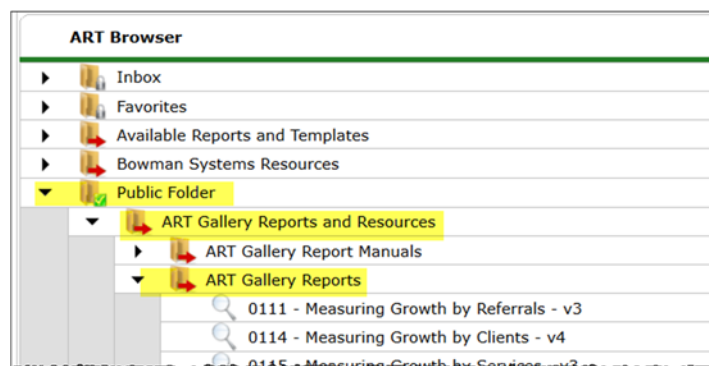
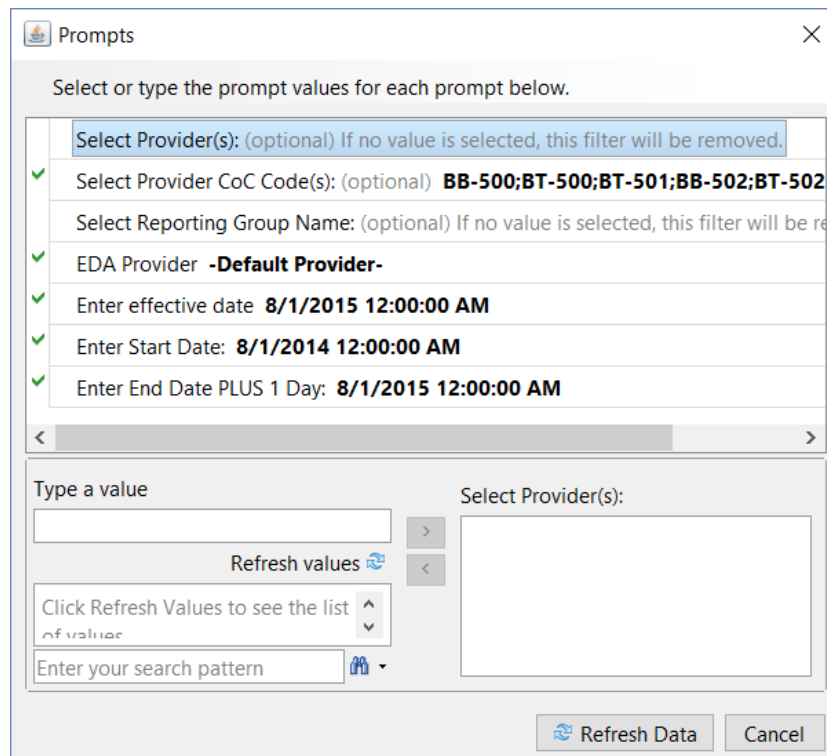


Figure 2.1

Requests for additional information concerning the report function/design should be directed to Bowman Systems' Customer Support Specialist (CSS) staff.

**How to run:** Upon opening the report, the User will be prompted to specify parameters which control the data returned by the report. Once the User has provided these parameters by responding to the user prompts, a green check-mark will appear next to each field to indicate that a selection has been made. The User should then single-click the “Refresh Data” button to generate the report.



**Figure 2.2**

The user prompts contained in this report are:

1. **Select Provider(s):** This prompt is optional. Click the “refresh list” icon and wait for the left window to refresh. Now select the providers to include by highlighting them in the left window and moving them into the right window using the right selection arrow.
2. **Select CoC Code(s):** This prompt is optional. Either leave “None Selected” in the prompt or click the “refresh list” icon and wait for the left window to refresh. Now select the provider CoC Codes to include by highlighting them in the left window and moving them into the right window using the right selection arrow
3. **Select Reporting Group Name:** This prompt is optional. Either leave “None Selected” in the prompt or click the “refresh list” icon and wait for the left window to refresh. Now select the Reporting Group Name to include by highlighting it in the left window and moving into the right window using the right selection arrow.
4. **EDA Provider:** The user should select the EDA provider to run the report as, or leave it at the "-Default Provider-" if the default has the appropriate security level.
5. **Enter Prior Year Start Date:** Enter the date for the Prior Year to be considered in the report. This should be one year prior to the Current Year Start Date.
6. **Enter Current Year End Date PLUS 1 Day:** Enter the Current Year End Date plus one day.

### 3. DESCRIPTION AND LAYOUT:

#### 3.1 Summary

This tab contains data about the number of homeless persons served in Emergency Shelter, Safe Haven and Transitional Housing for Prior and Current Year (as specified in the prompts).

HUD Data Quality Report Framework Summary Reporting Period: 8/1/2014 - 7/31/2015				
<b>Q1. Report Validation Table</b>				
Elements	Client Count			
Total Number of Persons Served	34,635			
Number of Adults (age 18 or over)	21,685			
Number of Children (under age 18)	12,899			
Number of Persons with Unknown Age	51			
Number of Leavers	25,972			
Number of Adult Leavers	15,807			
Number of Adult and Head of Household Leavers	16,658			
Number of Stayers	8,663			
Number of Adult Stayers	5,878			
Number of Veterans	3,100			
Number of Chronically Homeless Persons	850			
Number of Youth Under Age 25	6,000			
Number of Parenting Youth Under Age 25 with Children	2,160			
Number of Adult Heads of Household	16,188			
Number of Child and Unknown-Age Heads of Household	1,163			
Heads of Household and Adult Stayers in the Project More Than 365 Days	2,177			
<b>Q2. Personally Identifiable Information (PII)</b>				
Data Element	Client Doesn't Know / Refused	Information Missing	Data Issues	% of Error Rate
Name (3.1)	377	18	187	
Social Security Number (3.2)	4,964	2	3,604	
Date of Birth (3.3)	34	43	218	
Race (3.4)	150	71		
Ethnicity (3.5)	75	106		
Gender (3.6)	4	26		
Overall Score				
<b>Q3. Universal Data Elements</b>				
Data Element	Error Count	% of Error Rate		
Veteran Status (3.7)	55			
Project Entry Date (3.10)	204			
Relationship to Head of Household (3.15)	6,493			
Client Location (3.16)	205			
Disabling Condition (3.8)	1,073			
Destination (3.12)	1,982			

Figure 3.1a

**Notes:**

- Q1 is a validation table. Not all values are not necessarily used in the report.
- Definitions and specifications can be found in the following document:
  - <https://www.hudexchange.info/resources/documents/HMIS-Standard-Reporting-Terminology-Glossary.pdf>

## HUD Data Quality Report Framework Summary

Reporting Period: 8/1/2014 - 7/31/2015

Q4. Income and Housing Data Quality		
Data Element	Error Count	% of Error Rate
Income and Sources (4.2) at Entry	3,363	
Income and Sources (4.2) at Annual Assessment		
Income and Sources (4.2) at Exit	2,169	

Q5. Chronic Homelessness							
Entering Into Project Type	Count of Total Records	Missing Time in Institution (3.917.2)	Missing Time in Housing (3.917.2)	Approx Date (3.917.3) DKR/Missing	Num Times (3.917.4) DKR/Missing	Num Months (3.917.5) DKR/Missing	% of Records Unable to Calculate
ES, SH, Street Outreach	328			23	5	47	
TH	56	0	0	0	0	18	
PH (all)	339	0	0	9	8	98	
Total	723						

Q6. Timeliness		
Time for Record Entry	Count of Entry Records	Count Exit Records
0 days	5,570	4,538
1-3 days	5,280	3,709
4-6 days	3,253	2,851
7-10 days	2,857	2,169
11+ days	17,497	11,393

Q7. Inactive Records: Street Outreach & Emergency Shelter			
Data Element	Record Count	Inactive Record Count	% Inactive Records
Contact (Adults and Heads of Household in Street Outreach or Emergency Shelter -NbN)	360		
Bed Nights (All Clients in Emergency Shelter-NbN)	3		

Figure 3.1b

**Notes:**

- **Q4** – if additional client detail is needed run either the 0260 CoC APR DQ report or the 0703 Income Growth Report.
- **Q5** – the count of total records will not add up to the as the table is limited to specific project types.

### 3.2 Tabs B through F – Detail Tabs

These tabs contain the detailed information for each of the tables on Tab A and are marked accordingly. Input controls are available and should be applied as needed to location client information.

### 3.3 Tab C – Additional Information

This tab contains the information included in the prompts and a list of all providers in the report with Client Count and Last Entry Exit Count specified per provider.

HUD Data Quality Report Framework		
Additional Information		
Reporting Period: 8/1/2014 - 7/31/2015		
User Prompt Field	Value(s) Selected	
Select Provider(s):	***Optional Prompt***	
Select Provider CoC Code(s):	BB-500; BT-500; BT-501; BB-502; BT-502; BT-503; BT-511	
Select Reporting Group Name:	***Optional Prompt***	
EDA Provider:	-Default Provider-	
Enter Effective Date:	8/1/2015	
Enter Start Date:	8/1/2014	
Enter End Date PLUS 1 Day:	8/1/2015	
Providers Reporting Information	Client Count	Last EE Count
1 Abyssinian PT:ES TA1:YMF(1238)	126	96
1 Antelope PT:ES TA1:HC(5090)	628	56

Figure 3.3

## 4. TECHNICAL INFORMATION:

### 4.1 Technical Notes:

1. This report must process a significant amount of data when run for a full CoC. If there is report processing slowness, it may either be scheduled or run the report with only the Bowman Systems LLC provider selected for the first run of the day and then re-run with the desired dataset.
2. The logic in this Data Quality Report Framework varies from other ART Gallery DQ report logic and therefore reports should not be compared when identifying errors or counts.
3. Non-HUD values appear as missing throughout the report.
4. Future dated Entry Exits will not tally in the report count, but will appear in the detail tab.
5. HUD has indicated to System Administrators that the report format will not match up to the screens provided in the HDX for data entry. Use care when transferring data. Multiple report runs may be required for some communities to pull the needed datasets.

### 4.2 Modification options:

This report is based on HUD established Data Quality Framework reporting specifications provided to HMIS Software Solutions Providers. Modification is not recommended.

## 5. MAPPING OBJECTS:

A listing of the report objects and their source universe and source folder is provided below. Objects are arranged by query and by object type.

QUERY NAME	OBJECT TYPE	FIELD NAME	LOCATION
EE Providers resourcepoint_u	Result Objects:	Provider	Provider folder
		CoC Code	Provider / HUD Standards Information / CoC Code folder
		CoC Code Start Date	Provider / HUD Standards Information / CoC Code folder
		CoC Code End Date	Provider / HUD Standards Information / CoC Code folder
		HUD Standards Information Method for Tracking Residential Program Occupancy	Provider / HUD Standards Information
		Reporting Group Provider	Provider folder
		HUD Standards Information Program Type Code	Provider / HUD Standards Information folder
NBN Providers resourcepoint_u	Result Objects:	Provider	Provider folder
		CoC Code	Provider / HUD Standards Information / CoC Code folder
		CoC Code Start Date	Provider / HUD Standards Information / CoC Code folder
		CoC Code End Date	Provider / HUD Standards Information / CoC Code folder
		HUD Standards Information Method for Tracking Residential Program Occupancy	Provider / HUD Standards Information
		HUD Standards Information Program Type Code	Provider / HUD Standards Information folder
BISData ee cutoff_u	Result Objects:	Client Uid	Entry Exit / Clients folder
		Client Unique Id	Entry Exit / Clients folder
		Entry Exit Uid	Entry Exit folder
		Entry Exit Provider Id	Entry Exit folder
		Entry Exit Entry Date	Entry Exit folder
		Entry Exit Exit Date	Entry Exit folder
		Entry Exit Group Id	Entry Exit folder
		Entry Exit Type	Entry Exit folder
		Entry Exit Provider Program Type Code	Entry Exit folder
		Client Age at Entry	Entry Exit / Clients folder
		Client Date of Birth	Entry Exit / Clients folder
		Client Gender	Entry Exit / Clients folder
		Client Ethnicity	Entry Exit / Clients folder
		Client First Name	Entry Exit / Clients folder
		Client Name Data Quality	Entry Exit / Clients folder
		Client Soc Sec No Dashed	Entry Exit / Clients folder
		Client SSN Data Quality	Entry Exit / Clients folder
		Client Veteran Status	Entry Exit / Clients folder
		US Military Veteran	Entry Exit / Clients folder
		Relationship to Head of Household	Entry Exit / Clients folder
Client Primary Race	Entry Exit / Clients folder		



		Client Secondary Race	Entry Exit / Clients folder	
		Third Race	Entry Exit / Clients folder	
		Fourth Race	Entry Exit / Clients folder	
		Fifth Race	Entry Exit / Clients folder	
		Client Location	Entry Exit / Clients folder	
		Does the client have a disabling condition	Entry Exit / Clients folder	
		Entry Exit Date Added	Entry Exit / Clients folder	
		Entry Exit Date Updated	Entry Exit / Clients folder	
		Residence Prior to Project Entry	Entry Exit / Clients folder	
		On the night before did you stay on the on the streets, ES or SH in the past three years including today	Entry Exit / Clients folder	
		Regardless of where they stayed last night – Number of times the client has been on the street including today	Entry Exit / Clients folder	
		Total number of months homeless on the street, in ES or SH in the past three years	Entry Exit / Clients folder	
		Length of stay in previous place	Entry Exit / Clients folder	
		Entry Exit Destination	Entry Exit / Clients folder	
		Income from Any Source	Entry Exit / Clients folder	
		Filter Objects:	Client Inactive	Entry Exit / Client folder
			Entry Exit Inactive	Entry Exit folder
			Date of contact	Entry Exit / Client folder
			Date of Engagement	Entry Exit / Client folder
			Service Provide Provider	Entry Exit / Service (outer)
			Service Inactive	Entry Exit / Service (outer)
			Service Code	Entry Exit / Service (outer)
			Service Shelter Item	Entry Exit / Service (outer)
			Service Provide End Date	Entry Exit / Service (outer)
			Service Provide Start Date	Entry Exit / Service (outer)
Detail ee cutoff_u	Result Objects:	Client Uid	Entry Exit / Client folder	
		Client Unique Id	Entry Exit / Client folder	
		Entry Exit Uid	Entry Exit folder	
		Entry Exit Provider Id	Entry Exit folder	
		Entry Exit Entry Date	Entry Exit folder	
		Entry Exit Exit Date	Entry Exit folder	
		Entry Exit Group Id	Entry Exit folder	
		Entry Exit Type	Entry Exit folder	
		Entry Exit Provider Program Type Code	Entry Exit folder	
		Client Age at Entry	Entry Exit / Client folder	
		Recordset Id	Entry Exit / Client folder	
		Inactive	Entry Exit / Client folder	
		Date of Contact	Entry Exit / Client folder	

		Date Added	Entry Exit / Client folder	
		Provider	Entry Exit / Client folder	
		Service Uid	Entry Exit / Service (outer)	
		Service Code	Entry Exit / Service (outer)	
		Service Provide Start Date	Entry Exit / Service (outer)	
		Service Provide End Date	Entry Exit / Service (outer)	
		Service Provider Provider	Entry Exit / Service (outer)	
	Filter Objects:	Client Inactive	Entry Exit / Client folder	
		Entry Exit Inactive	Entry Exit folder	
		Date of Engagement	Entry Exit / Client folder	
		Service Inactive	Entry Exit / Service (outer)	
		Service Shelter Item	Entry Exit / Service (outer)	
	Disab ee cutoff_u	Result Objects:	Client Uid	Entry Exit / Client folder
			Client Unique Id	Entry Exit / Client folder
Entry Exit Uid			Entry Exit folder	
Entry Exit Provider Id			Entry Exit folder	
Entry Exit Entry Date			Entry Exit folder	
Entry Exit Exit Date			Entry Exit folder	
Entry Exit Group Id			Entry Exit folder	
Entry Exit Type			Entry Exit folder	
Entry Exit Provider Program Type Code			Entry Exit folder	
Does the client have a disabling condition			Entry Exit / Client folder	
Recordset Id			Entry Exit / Client folder	
Disability Type			Entry Exit / Client folder	
If yes, expected to be of long and continued duration and substantially impairs ability to live independently			Entry Exit / Client folder	
Start Date		Entry Exit / Client folder		
End Date		Entry Exit / Client folder		
Filter Objects:		Client Inactive	Entry Exit / Client folder	
		Entry Exit Inactive	Entry Exit folder	
		Inactive	Entry Exit / Client folder	
		Provider	Entry Exit / Client folder	
		Date of Contact	Entry Exit / Client folder	
	Date of Engagement	Entry Exit / Client folder		
	Service Provide Provider	Entry Exit / Service (outer)		
	Service Inactive	Entry Exit / Service (outer)		
	Service Code	Entry Exit / Service (outer)		
	Service Shelter Item	Entry Exit / Service (outer)		
	Service Provide End Date	Entry Exit / Service (outer)		
Service Provide Start Date	Entry Exit / Service (outer)			
Income Entry ee cutoff_u	Result Objects:	Client Uid	Entry Exit folder	
		Client Unique Id	Entry Exit folder	
		Entry Exit Uid	Entry Exit folder	
		Entry Exit Provider Id	Entry Exit folder	

		Entry Exit Entry Date	Entry Exit folder
		Entry Exit Exit Date	Entry Exit folder
		Entry Exit Group Id	Entry Exit folder
		Entry Exit Type	Entry Exit folder
		Entry Exit Provider Program Type Code	Entry Exit folder
		Client Age At Entry	Entry Exit / Client folder
		Source of Income	Entry Exit / Client folder
		Monthly Income	Entry Exit / Client folder
		Income from any source	Entry Exit / Client folder
	Filter Objects:	Client Inactive	Entry Exit / Client folder
		Entry Exit Inactive	Entry Exit folder
		Inactive	Entry Exit / Client folder
		Provider	Entry Exit / Client folder
		Date of Contact	Entry Exit / Client folder
		Date of Engagement	Entry Exit / Client folder
		Service Provide Provider	Entry Exit / Service (outer)
		Service Inactive	Entry Exit / Service (outer)
		Service Code	Entry Exit / Service (outer)
		Service Shelter Item	Entry Exit / Service (outer)
		Service Provide End Date	Entry Exit / Service (outer)
		Service Provide Start Date	Entry Exit / Service (outer)
		Inactive	Entry Exit / Client folder
		Receiving Income Source	Entry Exit / Client folder
		Income Exit ee cutoff_u	Result Objects:
Client Unique Id	Entry Exit / Client folder		
Entry Exit Uid	Entry Exit folder		
Entry Exit Provider Id	Entry Exit folder		
Entry Exit Entry Date	Entry Exit folder		
Entry Exit Exit Date	Entry Exit folder		
Entry Exit Group Id	Entry Exit folder		
Entry Exit Type	Entry Exit folder		
Entry Exit Provider Program Type Code	Entry Exit folder		
Client Age At Entry	Entry Exit / Client folder		
Source of Income	Entry Exit / Client folder		
Monthly Income	Entry Exit / Client folder		
Income from any source	Entry Exit / Client folder		
Filter Objects:	Client Inactive		Entry Exit / Client folder
	Entry Exit Inactive		Entry Exit folder
	Inactive		Entry Exit folder
	Provider		Entry Exit folder
	Date of Contact		Entry Exit folder
	Date of Engagement		Entry Exit folder
	Service Provide Provider		Entry Exit / Service (outer)
	Service Inactive		Entry Exit / Service (outer)
	Service Code		Entry Exit / Service (outer)
	Service Shelter Item		Entry Exit / Service (outer)

	Service Provide End Date	Entry Exit / Service (outer)
	Service Provide Start Date	Entry Exit / Service (outer)
	Inactive	Entry Exit / Client folder
	Receiving Income Source	Entry Exit / Client folder

**6. REVISION HISTORY:**

Version	Description of Changes
V1	Original version –BETA