

HMIS Data Quality Report Card

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



PROGRAM INFORMATION

Agency Name: **Victor Valley Family Services**

Type: Supportive Services Department of Behavioral Health (DBH)

Data Quality and Completeness:

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

Total
Clients: 8

Demographic Data

| | # Missing | % Missing |
|---------------------|-----------|-----------|
| Race | 0 | 0.00% |
| Ethnicity | 0 | 0.00% |
| Gender | 0 | 0.00% |
| Veteran | 0 | 0.00% |
| Disabling condition | 0 | 0.00% |
| Residence Prior | 1 | 12.50% |
| length of Stay | 1 | 12.50% |
| Zip Code | 0 | 0.00% |
| Housing Status | 0 | 0.00% |
| Entry Date | 0 | 0.00% |
| Exit Date | 0 | 100.00% |

 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 |
|---------|-----------|-----------------------|-----------------------|
| DBH | 22 | 5 | **23% |

*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.

Report Name: 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 |
|---------|------------|-------------|--------------|--------------|--------------|--------------|--------------|
| DBH | 2 | 0 | 12 | 2 | 0 | 0 | 0 |

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.

HMIS Data Quality Report Card

Sample Reporting Period 8/1/2013-8/30/2013



PROGRAM INFORMATION

Agency Name: **Victor Valley Family Resource**

Type: Emergency Solutions Grant

Data Quality and Completeness:

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

Total
Clients: 33

Demographic Data

| | # Missing | % Missing |
|---------------------|-----------|-----------|
| Race | 0 | 0.00% |
| Ethnicity | 0 | 0.00% |
| Gender | 0 | 0.00% |
| Veteran | 0 | 0.00% |
| Disabling condition | 0 | 0.00% |
| Residence Prior | 3 | 9.09% |
| length of Stay | 3 | 9.09% |
| Zip Code | 0 | 0.00% |
| Housing Status | 0 | 0.00% |
| Entry Date | 0 | 0.00% |
| Exit Date | 0 | 100.00% |

 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," "Unknown," 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 |
|---------|-----------|-----------------------|-----------------------|
| ESG | 17 | 2 | **12% |

*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

Report Name: Data Timeliness Report

Data Timeliness Summary

| Program | 1 - 7 days | 8 - 14 days | 15 - 21 days | 22 - 30 days | 31 - 60 days | 61 - 90 days | over 90 days |
|---------|------------|-------------|--------------|--------------|--------------|--------------|--------------|
| ESG | 22 | 3 | 3 | 1 | 0 | 2 | 2 |

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.

