

# HMIS Data Quality Report Card

Sample Reporting Period 6/1/2013-6/30/2013



## PROGRAM INFORMATION

Agency Name: Frazee Community Center

Type: Transitional Housing

### Data Quality and Completeness:

Complete and accurate records are needed to ensure quality

**Demographic Data** Total Clients: 33

	# 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	0	0.00%
length of Stay	0	0.00%
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
Transitional Shelter	13	12	92%

## 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
Transitional Shelter	14	6	5	1	5	1	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, 2010" was recorded on April 9, 2010, 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 6/1/2013-6/30/2013

## PROGRAM INFORMATION

Agency Name: **Frazer Community Center**

Type: Emergency Shelter



### Data Quality and Completeness:

Complete and accurate records are needed to ensure quality

**Demographic Data** Total Clients: 52

	# 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	1.92%
length of Stay	1	1.92%
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
Emergency Shelter	14	22	157%

## 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
Emergency Shelter	16	12	7	12	4	1	1

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, 2010" was recorded on April 9, 2010, 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.