

HMIS Data Quality Report Card

Sample Reporting Period 7/1/2013-7/31/2013



PROGRAM INFORMATION

Agency Name: **Salvation Army**

Type: Hospitality House

Data Quality and Completeness:

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

Demographic Data	Total Clients: 298	
	# 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	5	1.68%
length of Stay	5	1.68%
Zip Code	0	0.00%
Housing Status	1	0.34%
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
Hospitality House	19	20	105%

*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
Hospitality House	283	24	1	2	4	0	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, 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 Users:

Below is a list of all HMIS Users at your agency. Please make sure that active users have logged in within the past month. If any user on this list has left your agency during the last reporting period, then please email the HMIS helpdesk. Users are considered inactive if they have not logged into the system for 30 days or left the agency. If a user is inactive, or if you have additional staff needing HMIS access or training, please contact HMIS.

USERID	Name	EMAIL	Last Login:
SLV_agomez	Anthony Gomez	gomez42175@yahoo.com	03/08/2013
SLV_ametu	Anne Metu	anne.metu@usw.salvationarmy.org	03/21/2013
SLV_ccastro	Connie Castro	ptp_connie@yahoo.com	
SLV_deaton	Dennis Eaton	dennis.eaton@usw.salvationarmy.org	
SLV_dmccord	Don McCord	dmmcord@capsbc.sbcounty.gov	
SLV_dverla	Deb Verla	dverla@adelphia.net	
SLV_glicata	Gregory Licata	Gregory.licata@usv.salvationarmy.org	07/10/2013
SLV_gparedes	Guadalupe Paredes	guadalupe.paredes@usw.salvationarmy.org	05/30/2013
SLV_hharmon	Heidi Harmon	heidi.harmon@usw.salvationarmy.org	
SLV_jescalera	Jessica Escalera	NoEmail@deadend.com	
SLV_kaguilar	Katherine Aguilar	cattekat9@aol.com	
slv_kbrown	Kathy Brown	Roosevelt.Carroll@usw.salvationarmy.org	01/08/2013
SLV_llott	Linda Lott	Linda.Lott@usw.salvationarmy.org	
SLV_lmcwells	Lorna McWells	lorna.mcwells@usw.salvationarmy.org	
SLV_louiem	Louis Martinez	louie.martinez13@gmail.com	03/07/2013
SLV_mclements	Michael Clements	mclements670@gmail.com	
SLV_nball	Nancy Ball	nancy.ball@usw.salvationarmy.org	
slv_pnash	Phillip Nash	pnash@email.com	
SLV_rsandoval	Rodolfo Sandoval	rudyg_78@yahoo.com	
SLV_sball	Stephen Ball	stephen.ball@usw.salvationarmy.org	
SLV_shanna	Samuel Hanna	samuelmhanna@yahoo.com	
SLV_shvaldez	Shirili Valdez	shirili.valdez@usw.salvationarmy.org	05/21/2013
SLV_svaldez	Sam Valdez	Sam.Valdez@usw.salvationarmy.org	05/15/2013
SLV_User111	User ABC	user@msn.com	
SLV_wosborne	Wayne Osborne	spokie93@live.com	
SLV_zwyss	Zarina Wyss	noemail@usw.salvationarmy.org	
SLVAdmin3	Admin 3	admin@com	
SLVRockStar	Rock Star	rockstar@energy.com	
SLVUser123	Andy Purrington	apurrington@verizon.net	
SLVuser777	Top Jucie	vcaptop@yahoo.com	