



HUD Reporting Season: HMIS Data Quality Prep

- **LSA:** Longitudinal Systems Analysis
- **SPM:** System Performance Measures
- **PIT / HIC:** Point in Time &
Housing Inventory Count

HUD Reporting Season - HMIS Data Quality Prep: LSA

The HUD Reporting Season begins with LSA & ends with the PIT / HIC.

The information in this document is to assist you with prepping HMIS data in your HMIS projects for the *LSA: Longitudinal Systems Analysis*. Addt'l information will be announced as we get closer to reporting for the SPM's & PIT / HIC.

- **Complete HMIS data corrections for the LSA by 11/21/25**
- **Use these dates when running reports**
 - Start – 10/1/24
 - End – 9/30/25
- **Need Assistance?**
 - [CLICK HERE](#) for resources on the MD BoS HMIS website
 - **Refer to** resource links in subsequent slides
 - **Submit a** ticket to the HMIS Help Desk by [clicking here](#)
 - **Watch for** schedule of HUD Reporting Season: Office Hours to be announced
 - The HMIS Team will be scheduling 'Office Hours' that you can as needed for assistance related to DQ clean-up of LSA – SPM – PIT / HIC data



→ Begin running DQ reports for projects in the MD BoS HMIS now ←

- ✓ Check DQ for clients enrolled 10/1/24 - 9/30/25
- ✓ Review reports for DQ issues
 - If needed, make corrections to HMIS client records
 - And rerun the report to verify DQ issue has been resolved

!! *Even if the HMIS project **does not** receive local / state / federal funding, **it is still required** to participate in the data quality clean up process **!!***

➤ If your agency has multiple project types:

Prioritize DQ checks for these project types first

- **ES** - Emergency Shelter
- **RRH** - Rapid Re-Housing
- **PSH** - Permanent Supportive Housing
- **TH** - Transitional Housing
- **SO** - Street Outreach

Then check DQ for these project types

- **SSO** – Services Only
- **DS** – Day Shelter
- **CE** – Coordinated Entry

LSA

Who - HMIS Projects Included:

- CoC's provide aggregated client information from HMIS participating Emergency Shelters, Safe Havens, Transitional Housing, Rapid Rehousing, and Permanent Supportive Housing
- CoC's also provide project level information about non-HMIS participating projects of the same types as listed above

What:

- The Longitudinal Systems Analysis is more commonly known as the LSA
- This data feeds the Annual Assessment Report to Congress (AHAR)

Why:

- To better understand the number, characteristics, and service needs of people using homeless services in the Continuum of Care.

LSA

The LSA looks at who the system serves on an aggregate level, as well as bed/unit utilization over the course of the year.

- Demographic characteristics
- Length of time homeless and patterns of system use
- Information specific to sub-populations
- Housing Outcomes for those who exit the homeless services system

It is used to help communities better understand the number, characteristics, and service needs of people using homeless services in the CoC.

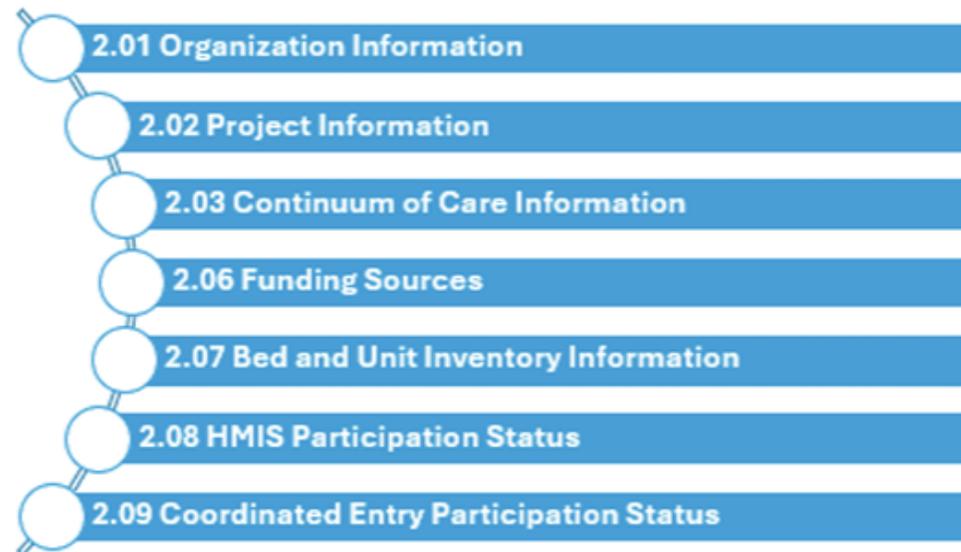
- This data feeds the Annual Assessment Report to Congress (AHAR)

HMIS Project Set-Up Data that Impacts Data Quality

✓ [Click Here](#) to refer to the HMIS Data Quality Plan for addt'l information on:

- Project Descriptor Data Elements (PDDE): If the Partner Agency has not reported the correct PDDEs to the HMIS Team – HMIS data can be impacted

The following are required PDDEs, with each comprised of multiple sub-elements of project information:



HMIS Project Set-Up Data that Impacts Data Quality

Bed and unit inventory (BUI)

BUI is required for all residential projects regardless of HMIS Participation Status

- Must have an Inventory Start Date that is equal to or greater than the Operating Start Date
- Must have separate inventories for each Household Type
 - Adult Only, Adult/Child, Child Only
- Must have separate inventories for bed availability
 - Year-round, Seasonal, Overflow
- Must have a separate BUI for each CoC record
- Inventory should be updated to increase or decrease beds as needed. This can be done with each significant change in inventory or per quarter to align with PIT dates.
- Utilization is an important factor in reporting.
 - High utilization may mean that the BUI totals need updating OR projects are failing to exit clients.
 - Low utilization may mean the total count of beds recorded in HMIS is inaccurate.

 [Click Here](#) to refer to the HMIS Data Quality Plan for addt'l information on:

- Bed & Unit Inventory (BUI): If the Partner Agency has not reported / updated the correct BUI #'s to the HMIS Team – HMIS data can be impacted

Client level data elements used in the LSA

Data Element	Emergency Shelters (Both Types)	Safe Haven	Transitional Housing	Rapid Rehousing (Both Types)	Permanent Supportive Housing
Client ID	X	X	X	X	X
Household ID	X		X	X	X
Project Start Date	X	X	X	X	X
Head of Household	X	X	X	X	X
Enrollment CoC	X	X	X	X	X
Name	X	X	X	X	X
Date of Birth	X	X	X	X	X
Date of Birth DQ	X	X	X	X	X
Veteran Status	X	X	X	X	X
Disability	X	X	X	X	X
DV Status	X	X	X	X	X
Race/Ethnicity	X	X	X	X	X
Prior Living Situation	X	X	X	X	X
Housing move in date				X	X
Project Exit Date	X	X	X	X	X
Destination	X	X	X	X	X
Rental Subsidy Type (if applicable)	X	X	X	X	X

 [Click Here](#) to refer to the HMIS Data Quality Plan for addt'l information on:

- **WHAT** data elements need to be collected
- **WHO** data elements need to be collected for (HoH, Adults, entire HH)
- **WHEN** data elements (Entry, Interim, Exit)

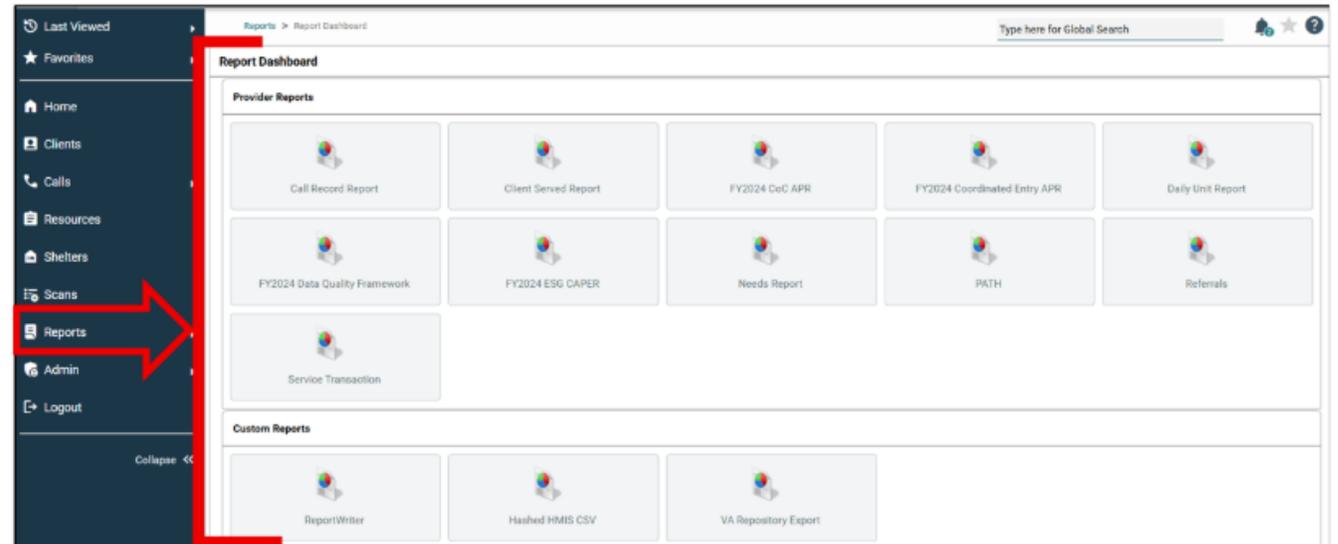
Client level data quality

Client Level Data

- Data completeness related to Universal Data Elements
- Data accuracy
 - Confirm that Project Start and Project Exit Dates are correct
 - Check for overlapping project enrollments

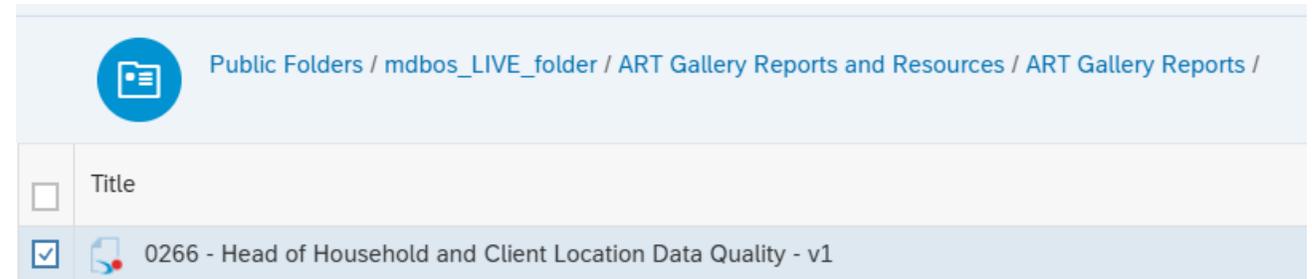
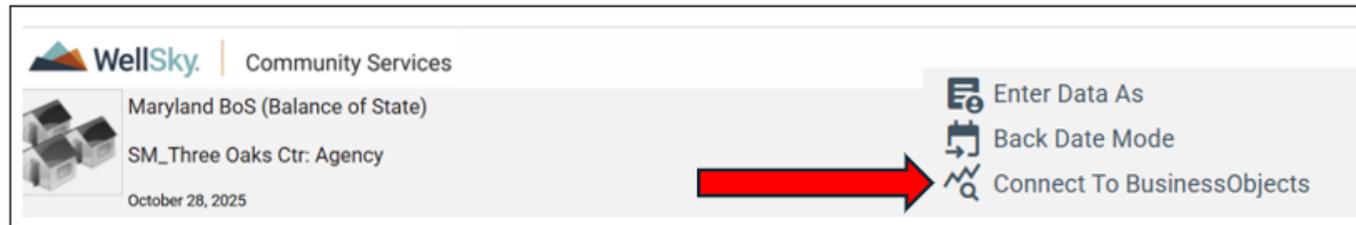
HMIS Reports & DQ Tools

- **CoC APR** - [HMIS Report: CoC APR – Maryland Balance of State CoC](#)
- **Hashed CSV + Eva** - [Eva: HMIS Data Quality Tool – Maryland Balance of State CoC](#)
 - Upload to Eva to review project level files (Organization, Project, ProjectCoC, Funder, Affiliation, HMISParticipation, Inventory)



HMIS Reports & DQ Tools

- **Business Objects:** 0266 – HoH & Client Location Data Quality Report
 - Review the HoH and Enrollment CoC (formally called ‘Client Location’)



What's Next?

- HUD requires the HMIS Team to upload reports for verification reviews
 - **As HUD provides feedback, should they require** addt'l data corrections &/or further explanation – the HMIS Team will reach out to the *Partner Agency HMIS PoC(s)* as needed
 - !!** If you are contacted by the HMIS Team, please **respond ASAP** so the CoC can meet deadlines that HUD will set for submitting final CoC-wide HMIS data **!!**

