



## **HMIS User Group Meeting December 4, 2014**

**Lynn Budnick, ACCESS  
Matt Barlet, CAN  
Karen Stambaugh, HM Life  
Antoinette Brown, Legacy III  
Allison Ball, Project Beginnings  
Sharon Davis, OMCDC  
Lynn Smith, Shelter Care  
Patrice Henderson, CSB  
Sam Moore, Valor Home  
Ryan Everett, IOP  
Patricia Symons, SSVF(CSS)  
Monica Tillis, SSVF(FCS)  
Cassie Durdell, Shelter Care**

### **Minutes**

➤ **Welcome/Introductions – Thank you for attending!**

➤ **Data Completeness Report Errors**

**Discussion of the errors on the Data Completeness Report. Several questions were eliminated on the new 2014 Assessment that were on the old assessment. However the Data Completeness Report doesn't reflect those changes yet. So, projects that have clients entering after October 1, will have errors on the report that cannot be fixed at this point in time. Those Data Completeness reports will have a lower score.**

➤ **Interim Reviews**

**Interim Reviews are now mandatory. There are two types, Update and Annual. If you have a client in your program that has changes in income, non-cash benefits, insurance or disabilities you would make those changes in an Update Interim Review. If your client has been in your program for 1 year, you must do an Annual Review 60 days before or after their entry date.**



➤ **Interim Reviews and APR question**

**Handout on the APR question on Interim Reviews. The question in the prompts when you are running the APR report will be gone soon.**

➤ **Ending Income and Non-Cash Benefits**

**Discussion on ending Income and Non-Cash benefits entry before entering a new entry.**

**Our next meetings will be as follows:**

**HMIS User Group Meeting – February 5, 2015 – Infoline at 1:30 (Tentative)**

**HMIS Advisory Group Meeting – March 5, 2015 – Infoline at 1:30 (Tentative)**

**CoC Steering Committee – January 31, 2015 – Access at 1:30 (Tentative)**

**For printed materials and other HMIS related information go to [www.HMISSummit.net](http://www.HMISSummit.net).**