

HMIS Data Collection Street Outreach Supplemental Form

This form will allow Street Outreach projects to track required HMIS Date of Contact and Date of Engagement data elements. Track all contacts for the head of household and each additional adult in the household. A separate form should be included for each adult member of the household. Use additional forms as needed. The purpose of tracking contact information is to determine the number of contacts required to engage the client.

CLIENT (name or other identifier)

CONTACT AND ENGAGEMENT TRACKING

Date of Contact ¹	Location of Contact	Is this the Client's Date of Engagement? ² (select only once)	Is this the Client's Exit Date? (select only once)	Services/Referrals Provided
(Project Entry Date)	<input type="checkbox"/> Place not meant for human habitation	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/> Service setting, non-residential			
	<input type="checkbox"/> Service setting, residential			
	<input type="checkbox"/> Place not meant for human habitation	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/> Service setting, non-residential			
	<input type="checkbox"/> Service setting, residential			
	<input type="checkbox"/> Place not meant for human habitation	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/> Service setting, non-residential			
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	<input type="checkbox"/> Place not meant for human habitation	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/> Service setting, non-residential			
	<input type="checkbox"/> Service setting, residential			
	<input type="checkbox"/> Place not meant for human habitation	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/> Service setting, non-residential			
	<input type="checkbox"/> Service setting, residential			
	<input type="checkbox"/> Place not meant for human habitation	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/> Service setting, non-residential			
	<input type="checkbox"/> Service setting, residential			

¹ Any person with whom you intend to pursue an outreach relationship should have a project entry date in HMIS that is the same as the date of first contact.

² Location of Contact – **Place not meant for habitation** could include a vehicle, an abandoned building, bus/train/subway station/airport or anywhere outside that is not a Homeless Connect- type event. **Service Setting, non-residential** could include a Homeless Connect-type event, drop in center, day services center, soup kitchen, etc. **Services Setting, residential** could include emergency, transitional or permanent housing; treatment facility, mental health or substance abuse clinic, hospital; jail, prison or juvenile detention facility; family or friend's room, apartment, condo, or house; foster care or group home.

³ Date of Engagement is the date on which an interactive client relationship results in a deliberate client assessment or beginning of a case plan. It may be **on or after the project entry date** and prior to project exit. Review the Program Entry, enter any missing information, and update the HMIS record. Only records for clients who are engaged are relevant for data quality reporting. If the client exits without becoming engaged in the project, the engagement date should be left blank.