

Data Entry for Youth in Foster Care: Fiscal Year 2009-2010

New to fiscal year 2009-2010, the Youth in Transitions program will include information in HMIS for youth currently in foster care. These instructions are for providers who serve both youth in foster care and youth who have left care. To better track the foster care youth separately from those not in care, new providers have been added to ServicePoint. These should be clearly labeled.

When completing the Entry/Exit step (the orange box at the top of the system), you will need to select a different program for youth who are currently in foster care and those that are not in care. For clients entered 7/1/2009 and later, you will need to make sure that all entries are updated to the correct provider. This includes all clients reporting in the July to September 2009 quarter and any clients served after that. All other data entry processes are the same for both groups.

When reports are due, you may send one combined report using both providers to DHS. You do not need to run a separate set of reports for each provider. Wilder will run summary reports for the foster care and youth who have left care programs separately for DHS staff to use in their reporting and planning purposes.

Please contact the HMIS help desk if you have questions: 651-280-2780, 1-800-328-2972, or hmis@wilder.org