

# FY 2024 HMIS DATA STANDARDS CHANGES

A supplemental data entry guide for HMIS users

## CONTENTS

Summary of changes impacting HMIS data elements.....	2
HUD Universal Data Elements.....	2
Minnesota Universal Data Elements.....	4
Common Program Specific Data Elements.....	5
Program Specific.....	5
MN Housing LTH/HPH.....	5
MN Housing FHPAP.....	5
Homework Starts with Home.....	6
DHS Housing Support.....	6
DHS LTHSSF.....	7
HUD CoC.....	7
HUD ESG.....	8
HHS RHY.....	8
HUD HOPWA.....	8
VA Programs (including SSVF).....	9
Additional Resources.....	10

## SUMMARY OF CHANGES IMPACTING HMIS DATA ELEMENTS

This document outlines the changes to HMIS effective October 1, 2023 (i.e., the start of the new federal fiscal year) and the impact those changes have on data entry. Community Services (formerly ServicePoint) will be updated on October 1, 2023 to align with the changes. Changes only effect active clients, meaning clients still enrolled in your project as of October 1, 2023 and new clients going forward.

New data collection forms and HMIS User Guides will be available by 10/1/2023 on our [Forms & Instructions page](#). Please recycle previous versions of the data collection forms and replace them with new versions when they become available on our website.

In the tables below, the column **2024 CHANGES** describes the data element change, and the **COMMUNITY SERVICES INSTRUCTION** column is geared towards HMIS End Users/data entry staff.

### HUD UNIVERSAL DATA ELEMENTS

2024 CHANGES	COMMUNITY SERVICES INSTRUCTION
<p style="text-align: center;"><b>GENERAL</b></p> <p><i>Changed “Client Refused” to “Client prefers not to answer” in all applicable HMIS data elements</i></p>	<p>Responses entered prior to 10/1/2023 remain valid responses. No updates required with this wording change.</p>
<p style="text-align: center;"><b>3.04 RACE and ETHNICITY</b></p> <ul style="list-style-type: none"> <li>• <i>Combined Race and Ethnicity data elements into a single data element.</i></li> <li>• <i>Added response option</i></li> <li>• <i>Response option language change</i></li> <li>• <i>Added text box to add any additional race and/or ethnicity detail from client</i></li> </ul> <p><b>Answer Options:</b> American Indian, Alaska Native, or Indigenous; Asian or Asian American; Black, African American, or African; Hispanic/Latina/e/o (LANGUAGE CHANGE); Middle Eastern or North African (NEW); Native Hawaiian or Pacific Islander; White</p> <p>Additional Race and Ethnicity Detail: [Text field]</p>	<p><b>Data Collected About:</b> All Clients  <b>Data Collection Point:</b> Record Creation  <b>Project Types:</b> All Project Types</p> <p>Responses entered prior to 10/1/2023 remain valid responses and Ethnicity responses have been mapped over to the combined data element. Verify accuracy and make updates if needed. Starting 10/1/2023, provide new and revised response options to every new client who enters a project.</p>
<p style="text-align: center;"><b>3.05 ETHNICITY</b></p> <p style="text-align: center;"><i>Retired</i></p>	<p>This element has been combined with the Race element and is now the Race and Ethnicity element. There are no additional data entry requirements.</p>

2024 CHANGES	COMMUNITY SERVICES INSTRUCTION
<p style="text-align: center;"><b>3.06 GENDER</b></p> <ul style="list-style-type: none"> <li>• <i>Response options language change</i></li> <li>• <i>Added response options</i></li> <li>• <i>Added text box to add additional detail from client</i></li> </ul> <p><b>Answer Options</b> (Select as many as apply):            Woman (Girl, if child) (LANGUAGE CHANGE); Man (Boy, if child) (LANGUAGE CHANGE); Culturally Specific Identity (e.g., Two-Spirit) (NEW); Transgender; Non-Binary (LANGUAGE CHANGE); Questioning; Different Identity</p> <p>If Different Identity, Please Specify: [Text field]</p>	<p><b>Data Collected About:</b> All Clients  <b>Data Collection Point:</b> Record Creation  <b>Project Types:</b> All Project Types</p> <p>Responses entered prior to 10/1/2023 remain valid responses and have been mapped over to the modified response options. Starting 10/1/2023, provide all options to every new client who enters a project.</p>
<p style="text-align: center;"><b>3.12 DESTINATION</b></p> <p><i>Revised language and reorganized responses</i></p> <ul style="list-style-type: none"> <li>• Separated Temporary and Permanent Situations into separate headers</li> <li>• Removed "or RHY Funded" from descriptor of "Host Home" response option</li> <li>• Moved subsidized permanent destination response options as dependent on "Rental by client, with ongoing housing subsidy" option</li> </ul>	<p><b>Data Collected About:</b> All Clients  <b>Data Collection Point:</b> Project Exit  <b>Project Types:</b> All Project Types</p> <p>Responses entered prior to 10/1/2023 remain valid responses and have been mapped over to the modified response options.</p>
<p style="text-align: center;"><b>3.16 ENROLLMENT COC</b></p> <p><i>Revised language and data collection instructions</i></p> <ul style="list-style-type: none"> <li>• Changed data element name from "Client Location" to "Enrollment CoC"</li> <li>• Changed data collection stage to project start only</li> <li>• Changed data collection instructions to "select or enter the CoC code assigned to the geographic area for where the project is funded to operate." (Previously instructed to select the CoC code assigned to the geographic area for the project site where the head of household is being served.)</li> </ul>	<p><b>Data Collected About:</b> Head of Household  <b>Data Collection Point:</b> Project Start  <b>Project Types:</b> All Project Types</p> <p>Responses entered prior to 10/1/2023 remain valid responses and have been mapped over to the modified data collection guidance.</p>

2024 CHANGES	COMMUNITY SERVICES INSTRUCTION
<p><b>3.917 A &amp; B PRIOR LIVING SITUATION</b> <i>Revised language and reorganized responses</i></p> <ul style="list-style-type: none"> <li>Separated Temporary and Permanent Situations into separate headers</li> <li>Removed "or RHY Funded" from descriptor of "Host Home" response option</li> <li>Moved subsidized permanent residence response options as dependent on "Rental by client, with ongoing housing subsidy" option</li> </ul>	<p><b>Data Collected About:</b> Head of Household and Adults  <b>Data Collection Point:</b> Project Start  <b>Project Types:</b> All Project Types</p> <p>Responses entered prior to 10/1/2023 remain valid responses and have been mapped over to the modified response options.</p>

MINNESOTA UNIVERSAL DATA ELEMENTS

2024 CHANGES	COMMUNITY SERVICES INSTRUCTION
<p><b>COVID-19 SURVEY</b> <i>Retired</i></p>	<p>While the COVID-19 screening survey has always been optional, the sub-assessment will be removed from all HMIS assessments on 10/1/2023. Agencies can request to have the sub-assessment (survey) made available to them by contacting the Helpdesk (<a href="mailto:mnhmis@icalliances.org">mnhmis@icalliances.org</a>).</p>
<p><b>M1 TRIBAL MEMBERSHIP</b> <i>Added "Not applicable" as a response option</i></p>	<p><b>Data Collected About:</b> All Clients, <i>if</i> "American Indian, Alaska Native, or Indigenous" is one of the Race and Ethnicity (3.04) categories that the client self-identifies as, then the question "If Native American, of which tribe are you an enrolled member?" is required to be answered.  <b>Data Collection Point:</b> Record Creation  <b>Project Types:</b> All Project Types</p> <p>Verify accuracy and make updates if needed. Starting 10/1/2023, provide new and revised response options to every new client who enters a project.</p>
<p><b>4.11 DOMESTIC VIOLENCE</b> <i>Revised language</i></p> <p>"Have you ever experienced domestic violence?"</p> <ul style="list-style-type: none"> <li>➤ <i>Change to:</i> "Is the client a victim/survivor of domestic violence?"</li> </ul> <p>"If yes for domestic violence victim/survivor, are you currently fleeing?"</p> <ul style="list-style-type: none"> <li>➤ <i>Change to:</i> "If yes for domestic violence victim/survivor, is the client currently fleeing?"</li> </ul>	<p><b>Data Collected About:</b> Heads of Household and Adults  <b>Data Collection Point:</b> Project Start &amp; Update  <b>Project Types:</b> All Project Types</p> <p>This question has been reworded to communicate more clearly what is being asked for. Nothing will change for you.</p>

## COMMON PROGRAM SPECIFIC DATA ELEMENTS

2024 CHANGES	COMMUNITY SERVICES INSTRUCTION
<p><b>4.12 CURRENT LIVING SITUATION</b> <i>Revised language and reorganized responses</i></p> <ul style="list-style-type: none"> <li>Separated Temporary and Permanent Situations into separate headers</li> <li>Removed "or RHY Funded" from descriptor of "Host Home" response option</li> <li>Moved subsidized permanent residence response options as dependent on "Rental by client, with ongoing housing subsidy" response option</li> </ul>	<p><b>Data Collected About:</b> Head of Household and Adults <b>Data Collection Point:</b> Occurrence Point (at the time of contact) <b>Project Types:</b> Street Outreach, Services Only, Night-by-Night Emergency Shelters, Coordinated Entry</p> <p>Responses entered prior to 10/1/2023 remain valid responses and have been mapped over to the modified response options.</p>

## PROGRAM SPECIFIC

The data entry instructions in the following section are meant to provide you with the back-data entry requirements for Program Specific HMIS Data Standards changes which go into effect on October 1, 2023. For complete data collection instructions for program specific data elements, please refer to the program's HMIS User Guide, which can be found on the [Forms & Instructions page](#).

## MN HOUSING LTH/HPH

2024 CHANGES	COMMUNITY SERVICES INSTRUCTION
<p>PREVIOUS STABLE HOUSING <b>How long has it been since you left stable housing that lasted for a year or more?</b> <i>Retired</i></p>	<p>This question is no longer required to be collected as of 10/1/2023. There are no additional data entry requirements.</p>
<p><b>CLIENT RESIDENCE SUB-ASSESSMENT</b> <i>Retired</i></p>	<p>The questions on the <i>Client's Residence</i> sub-assessment are no longer required to be collected as of 10/1/2023. There are no additional data entry requirements.</p>

## MN HOUSING FHPAP

2024 CHANGES	COMMUNITY SERVICES INSTRUCTION
<p><b>APPLICATION SUBMISSION DATE</b> <i>Retired</i></p>	<p>This question is no longer required to be collected as of 10/1/2023. There are no additional data entry requirements.</p>
<p><b>HEALTH INSURANCE SUB-ASSESSMENT</b> <i>Retired</i></p>	<p>This question is no longer required to be collected as of 10/1/2023. There are no additional data entry requirements.</p>

2024 CHANGES	COMMUNITY SERVICES INSTRUCTION
<b>NON-CASH BENEFITS SUB-ASSESSMENT</b> <i>Retired</i>	This question is no longer required to be collected as of 10/1/2023. There are no additional data entry requirements.
<b>PERCENT OF INCOME SPENT ON RENT</b> <i>Retired</i>	This question is no longer required to be collected as of 10/1/2023. There are no additional data entry requirements.

## HOMEWORK STARTS WITH HOME

2024 CHANGES	COMMUNITY SERVICES INSTRUCTION
PREVIOUS STABLE HOUSING <b>How long has it been since you left stable housing that lasted for a year or more?</b> <i>Retired</i>	This question is no longer required to be collected as of 10/1/2023. There are no additional data entry requirements.
<b>CLIENT RESIDENCE SUB-ASSESSMENT</b> <i>Retired</i>	The questions on the <i>Client's Residence</i> sub-assessment are no longer required to be collected as of 10/1/2023. There are no additional data entry requirements.
<b>APPLICATION SUBMISSION DATE</b> <i>Retired</i>	This question is no longer required to be collected as of 10/1/2023. There are no additional data entry requirements.
<b>HEALTH INSURANCE SUB-ASSESSMENT</b> <i>Retired</i>	This question is no longer required to be collected as of 10/1/2023. There are no additional data entry requirements.
<b>NON-CASH BENEFITS SUB-ASSESSMENT</b> <i>Retired</i>	This question is no longer required to be collected as of 10/1/2023. There are no additional data entry requirements.
<b>PERCENT OF INCOME SPENT ON RENT</b> <i>Retired</i>	This question is no longer required to be collected as of 10/1/2023. There are no additional data entry requirements.

## DHS HOUSING SUPPORT

2024 CHANGES	COMMUNITY SERVICES INSTRUCTION
PREVIOUS STABLE HOUSING <b>How long has it been since you left stable housing that lasted for a year or more?</b> <i>Retired</i>	This question is no longer required to be collected as of 10/1/2023. There are no additional data entry requirements.
<b>Self-Sufficiency Matrix (“The Matrix”)</b> <i>The Measurement tool known as the “Self-Sufficiency Outcomes Matrix” (SSOM) will no longer be required.</i>	The Matrix is no longer required to be collected as of 10/1/2023. There are no additional data entry requirements.

DHS LTHSSF

2024 CHANGES	COMMUNITY SERVICES INSTRUCTION
<p>PREVIOUS STABLE HOUSING  <b>How long has it been since you left stable housing that lasted for a year or more?</b>  <i>Retired</i></p>	<p>This question is no longer required to be collected as of 10/1/2023. There are no additional data entry requirements.</p>
<p><b>Self-Sufficiency Matrix (“The Matrix”)</b>  <i>The Measurement tool known as the “Self-Sufficiency Outcomes Matrix” (SSOM) will no longer be required.</i></p>	<p>The Matrix is no longer required to be collected as of 10/1/2023. There are no additional data entry requirements.</p>

HUD COC

2024 CHANGES	COMMUNITY SERVICES INSTRUCTION
<p><b>WELL-BEING (C1)</b>  <i>Retired</i></p>	<p>This question is no longer required to be collected as of 10/1/2023. There are no additional data entry requirements.</p>
<p><b>TRANSLATION ASSISTANCE NEEDED (C4)</b>  <i>New Data Element</i></p>	<p><b>Data Collected About:</b> Head of Household  <b>Data Collection Point:</b> Project Start  <b>Project Types:</b> All Project Types</p> <p>New data element. Clients who enroll in a <b>HUD-CoC funded</b> project on and after 10/1/2023 should have this question answered at project start. No need to back enter data for clients with previous enrollments.</p>
<p><b>SEXUAL ORIENTATION (R3)</b>  <i>Added “HUD: CoC Permanent Supportive Housing” to Funder/Component Requirement</i></p>	<p><b>Data Collected About:</b> Head of Household and Adults  <b>Data Collection Point:</b> Project Start  <b>Project Types:</b> Permanent Supportive Housing (PSH)</p> <p>New data collection requirement. Collect this for all clients who are currently enrolled in any <b>HUD-CoC funded PSH</b> project on 10/1/2023 at the next appropriate encounter. Clients should have their entry record updated via the Entry/Exit tab. Click on the edit pencil next to the project start date of the current enrollment.</p> <p>Clients who enroll in a <b>HUD-CoC funded PSH</b> project on and after 10/1/2023 should have this question answered at project start.</p>

HUD ESG

2024 CHANGES	COMMUNITY SERVICES INSTRUCTION
<p><b>TRANSLATION ASSISTANCE NEEDED (C4)</b> <i>New Data Element</i></p>	<p><b>Data Collected About:</b> Head of Household  <b>Data Collection Point:</b> Project Start  <b>Project Types:</b> All Project Types</p> <p>New data element. Clients who enroll in a <b>HUD-ESG funded</b> project on and after 10/1/2023 should have this question answered at project start. No need to back enter data for clients with previous enrollments.</p>

HHS RHY

2024 CHANGES	COMMUNITY SERVICES INSTRUCTION
<p><b>RHY SERVICE CONNECTIONS (R14)</b> <i>Changed response label – changed “Post-natal care for mother” to “Post-natal care for client (person who gave birth)”</i></p>	<p>Responses entered prior to 10/1/2023 remain valid responses. No updates required with this wording change.</p>
<p><b>PROJECT COMPLETION STATUS (R17) and COUNSELING (R18)</b> <i>Changed response labels with “Youth” to “Client”</i></p>	<p>Responses entered prior to 10/1/2023 remain valid responses. No updates required with this wording change.</p>

HUD HOPWA

2024 CHANGES	COMMUNITY SERVICES INSTRUCTION
<p><b>TRANSLATION ASSISTANCE NEEDED (C4)</b> <i>New Data Element</i></p>	<p><b>Data Collected About:</b> Head of Household  <b>Data Collection Point:</b> Project Start  <b>Project Types:</b> All Project Types</p> <p>New data element. Clients who enroll in a <b>HUD-HOPWA funded</b> project on and after 10/1/2023 should have this question answered at project start. No need to back enter data for clients with previous enrollments.</p>
<p><b>SERVICES PROVIDED - HOPWA (W1)</b> <i>Removed “disorder” from Substance Use services/treatment response</i></p>	<p>Responses entered prior to 10/1/2023 remain valid responses. No updates required with this wording change.</p>
<p><b>MEDICAL ASSISTANCE (W3)</b> <i>Removed “Receiving Public HIV/AIDS Medical Assistance” field and dependency responses from the element</i></p>	<p>The “Receiving Public HIV/AIDS Medical Assistance” question and dependencies are no longer required to be collected as of 10/1/2023. There are no additional data entry requirements.</p>



2024 CHANGES	COMMUNITY SERVICES INSTRUCTION
<p><b>HOUSING ASSESSMENT AT EXIT (W5)</b>  <i>Changed response labels – changed “Client went to jail/prison” to “Jail/prison” and “Client died” to “Deceased”</i></p>	<p>Responses entered prior to 10/1/2023 remain valid responses. No updates required with this wording change.</p>

VA PROGRAMS (INCLUDING SSVF)

2024 CHANGES	COMMUNITY SERVICES INSTRUCTION
<p><b>VETERAN’S INFORMATION (V1)</b>  <i>Added “Space Force” as a new response option</i></p>	<p><b>Data Collected About:</b> All Veterans  <b>Data Collection Point:</b> Record Creation  <b>Funder Program-Components:</b> HUD-VASH (all components), SSVF (RRH and Homelessness Prevention), GPD (all components), Community Contract Safe Haven, CRS Contract Residential Services  <b>Project Types:</b> Emergency Shelter, Transitional Housing, Permanent Supportive Housing (disability required for entry), Services Only, Safe Haven, Permanent Housing – Housing Only, Homelessness Prevention, Rapid Re-Housing</p> <p>New response option. Review information will all clients who are currently enrolled on 10/1/2023 at the next appropriate encounter and update if necessary.</p>
<p><b>SERVICES PROVIDED - SSVF (V2)</b>  <i>Changed response label from “Subsidy” to “Shallow Subsidy”</i></p>	<p>Responses entered prior to 10/1/2023 remain valid responses. No updates required with this wording change.</p>
<p><b>FINANCIAL ASSISTANCE - SSVF (V3)</b>  <i>Updated language, new response options, and added a new question</i></p> <ul style="list-style-type: none"> <li>• <b>Wording changes</b> <ul style="list-style-type: none"> <li>○ Changed “Date” field to "Start Date of Financial Assistance"</li> <li>○ Changed “Extended Shallow Subsidy – Rental Assistance” to “Shallow Subsidy - Financial Assistance"</li> </ul> </li> <li>• <b>New response options</b> <ul style="list-style-type: none"> <li>○ New Added "Landlord Incentive"</li> <li>○ Added "Tenant Incentive"</li> </ul> </li> <li>• <b>New question</b> <ul style="list-style-type: none"> <li>○ End Date of Financial Assistance [date field]</li> </ul> </li> </ul>	<p><b>Data Collected About:</b> All Clients receiving SSVF Financial Assistance  <b>Data Collection Point:</b> Occurrence Point (as provided)  <b>Funder Program-Components:</b> SSVF  <b>Project Types:</b> Homelessness Prevention (HP), Rapid Re-Housing (RRH)</p> <p>Collect “End Date of Financial Assistance” for all clients who are currently enrolled as of 10/1/2023 and for clients who enroll on and after 10/1/2023.</p> <p>No updates required with the wording changes. Starting 10/1/2023, collect and record new response as appropriate.</p>

2024 CHANGES	COMMUNITY SERVICES INSTRUCTION
<p><b>PERCENT OF AMI (SSVF ELIGIBILITY) (V4)</b> <i>Changed income categories</i></p> <ul style="list-style-type: none"> <li>• 30% or less</li> <li>• 31% to 50%</li> <li>• 51% to 80%</li> <li>• 81% or greater</li> </ul>	<p><b>Data Collected About:</b> Head of Household  <b>Data Collection Point:</b> Project Start  <b>Funder Program-Components:</b> SSVF  <b>Project Types:</b> Homelessness Prevention (HP), Rapid Re-Housing (RRH)</p> <p>Income category responses entered prior to 10/1/2023 remain valid responses. With the addition of the “81% or greater” response category, please verify the accuracy of the client’s previously selected response and make updates if needed.</p>
<p><b>LAST PERMANENT ADDRESS (V5)</b> <i>Retired</i></p>	<p>This question is no longer required to be collected as of 10/1/2023. There are no additional data entry requirements.</p>
<p><b>HP TARGETING CRITERIA (V7)</b> <i>Changed language throughout</i></p> <ul style="list-style-type: none"> <li>• Changed dependency C to "Past experience of homelessness..."</li> <li>• Changed dependency D to "Head of Household is not a current leaseholder/renter of unit"</li> <li>• Changed dependency E to "Head of household (HOH) never been a leaseholder/renter of unit"</li> <li>• Changed dependency N to "Single parent/guardian household with minor child(ren)"</li> </ul>	<p>Responses entered prior to 10/1/2023 remain valid responses. No updates required with this wording change.</p>

## ADDITIONAL RESOURCES

For more training materials, please visit the FY 2024 HMIS Data Standards Changes website:

- <https://hmismn.org/fy-2024-hmis-data-standards-changes/>

For data collection forms, program specific user guides, and more, please visit the ICA Minnesota website:

- <https://hmismn.org/forms-and-instructions/>

Please visit the HUD Exchange website for more information about the HUD HMIS Data Standards:

- <https://www.hudexchange.info/resource/3824/hmis-data-dictionary/>