

ServicePoint Family Strengths – Data Entry Tips

Entry/Exit

- For the Entry/Exit, provider needs to be your Family Strengths program

Entry Data

Provider: VOA Home Free Family Strengths - SP (#2505)

Type: VOA Home Free Family Strengths - SP (#2505)

Entry Date: [To up]

Review & []

VOA Home Free HUD Horizons Transition Services - SP (#763)

VOA Home Free Non-HUD Transition Services - SP (#759)

VOA Home Free Police Response Advocates - SP (#761)

VOA Home Free Restraining Order Advocacy - SP (#762)

VOA Home Free Support Groups - SP (#760)

Volunteers of America Home Free - SP (#732)

YWCA Yolanda House Domestic Violence Shelter - SP (#745)

YWCA Yolanda House DV-STRA - SP (#2498)

YWCA Yolanda House Programs - SP (#731)

YWCA Yolanda House Safe To Grow Program - SP (#746)

- “Entry Type” needs to be HUD

Type: HUD-40118

Entry Date: []

- Select -

Basic Entry/Exit

HUD-40118

PATH

Quick Call

Standard Entrv

- Head of Household - provide answers to all questions
- Tip: Be sure to include Language Served.

Complete this section for Head of Household ONLY

[Also complete for all HUD clients 18 and older.]

Domestic Violence Victim? Yes H G

Immigrant/refugee/asylee victim/survivor? No H G

U.S. Military Veteran? No (HUD) H G

Primary Language ✓ English H G

Limited English Proficiency? No H G

Abuser Relationship - Select - H G

Abuser Gender - Select - H G

Employment Status Not Employed -- Seeking H G

Service Transactions

- Service Transactions should be very detailed.

Home ClientPoint ResourcePoint ShelterPoint SkanPoint Reports Help Logoff

Profile Assessments Case Plans Service Transactions

- Money Management is an outcome and should be entered. Also show Client Assistance.
- Tip: Don't use "Temporary financial assistance", specify which type.
- **Source is "OVW Family Strengths"**

Exit

- Exit data – Reason for leaving should be Completed program. Also OK to use choices marked (HOPWA).
 - Don't use "Left for housing opp. Before completing program", "Other", "Unknown/Disappeared" (unless they really did disappear)

Exit Data	
Exit Date	08/04/2006 03 : 12 PM
Reason for Leaving	Completed program
If other, specify	-Select- Completed program
Destination	Criminal activity / violence
If other, specify	Death
Tenure	Disagreement with rules/persons
Subsidy	Left for housing opp. before completing program
Notes	Needs could not be met
	Non-compliance with program
	Non-payment of rent
	Other
	Reached maximum time allowed

- Tip: Destination – should be permanent in nature. Avoid using "Don't Know", "Refused". Remember that Own house/apartment means homeownership (i.e. they have a mortgage).

Exit Outcomes

- Fill out Safety Plan questions and "Returned to abuser?". Answer question on Perception of Risk at Exit, and Safety Plan questions.

EXIT OUTCOMES	
Case plan goals completed?	- Select - H G
Participant's Perception of Risk At Exit	- Select - H G
Returned to abuser?	- Select - H G
Adult safety plan developed/updated?	- Select - H G
Children's safety plan developed/updated?	- Select - H G
Received co-advocacy services?	- Select - H G

Income & Benefits

- Show employment status and income. Be sure to check this information at Exit.

Update income & benefits ("end" old & "add" new)			
Monthly Income and Benefits			<input type="button" value="Add"/>
Start Date	Source of Income or Benefits	Last 30 Day Income	End Date
No Record Sets			
Show Entire List In Window			

Followups

- Do 3 & 6 month Followups

Set followup due dates in Followup Assessments								
Housing Outcomes (July 2006 forward)								<input type="button" value="Add"/>
<i>Housing Outcome Intervention Type</i>	<i>Reporting Program</i>	<i>Initial Placement/Eviction Prevention Date</i>	<i>End of Subsidy Date</i>	<i>Follow Up Interval</i>	<i>Follow Up Due Date</i>	<i>Actual Follow Up Date</i>	<i>Is Client Still in Housing?</i>	<i>End Date</i>

- Tip: Remember to update income on followup.