

MSI Data Collection Changes

Effective Feb 1, 2018

Updated 1/29/18

Section A: The following questions will be added for **all household members** at program entry/exit:

1. Federal Ethnicity Question

- Ethnicity:**
- Non-Hispanic/Non-Latino
 - Hispanic/Latino
 - Client Doesn't Know
 - Client Refused

2. Health Insurance

- Health Insurance:**
- None
 - Client Refused
 - Client Doesn't Know
 - Medicaid (OHP)
 - Medicare
 - VA Medical Services
 - Employer Provided
 - COBRA
 - Indian Health Services Program
 - Private Pay
 - Other: _____

Click 'HUD Verification' to create a Y/N response for each Health Insurance Type

Start Date*	Health Insurance Type	Covered?	End Date
Add			

Section B: The following questions will be added for **head of household and all adults** at program entry/exit:

3. Income

Income (Fill in all that apply):

- None
- Client Refused
- Client Doesn't Know

Monthly Amount	Monthly Amount
\$_____ Alimony or Other Spousal Support	\$_____ Supplemental Security Income (SSI)
\$_____ Child Support	\$_____ TANF
\$_____ Earned Income (wages, salary, etc)	\$_____ Unemployment Insurance
\$_____ General Assistance	\$_____ VA Non-Service Connected Disability Pension
\$_____ Pension or retirement income	\$_____ VA Service Connected Disability Compensation
\$_____ Private Disability Insurance	\$_____ Worker's Compensation
\$_____ Retirement Income from Social Security	\$_____ Other: _____
\$_____ Social Security Disability Insurance (SSDI)	_____

Click 'HUD Verification' to create a Y/N response for each Income Source

* Enter Household Income provided by a minor in the **Head of Household's** profile

Start Date*	Source of Income	Receiving Income Source?	Monthly Amount	End Date
Add View Gross Income				

4. Non-Cash Benefits

Non-Cash Benefits: None Client Refused Client Doesn't Know
(Select all that apply) Supplemental Nutrition Assistance (SNAP) WIC TANF Child Care Services
TANF Transportation Services Other TANF-Funded Services
Other (Describe): _____

Click 'HUD Verification' to create a Y/N response for each Benefit Source

* Enter benefits received by a minor in the **Head of Household's profile**

* \$ amounts are not required for non-cash benefits

Start Date*	Source of Non-Cash Benefit	Receiving Benefit?	Amount of Non-Cash Benefit	End Date
HUD Verification ⚠				

Add

5. Employment Status

Employment Status: Full-Time Part-Time Job Training Irregular
Not Employed – Not Seeking Not Employed – Seeking Retired

Section C: The following questions will be added for **head of household only** at program entry/exit:

6. Level of Family Income

Level of Family Income (%HHS Guidelines): Up to 50% 51-75% 76-100% 101-125%
 126-150% 151-200% 201% and over

Section D: The following are changes to the **MSI Progress Update** (recorded under Head of Household):

7. **Household Employment** question will be removed
8. The following questions will be added: **Is any adult in the household currently employed?** Y/N
9. **Is Client Eligible for CSBG?** question will be removed
10. **Is family engaged with worksource?** will be removed
11. MSI Household Job Training will be renamed MSI Household Employment Services, and “WorkSource” will be added as the 1st option in the list
12. The Progress Update will be required at the usual intervals: Entry, Exit, and every 6 months while household is in MSI. However, the 8 rating questions part of the Progress Update will only be required to be updated at the following intervals: Entry, Exit, and every 12 months while household is in MSI.

Section E: The following are changes to the **Follow-Ups**:

1. **Follow-Up Status, Is Client Still in Housing?,** and **Monthly Household Income** are the only questions that will be required at follow-up. The rest of the Progress Update questions will be removed.