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| Participant Information/ Documentation YES NO NOTES | | | |
| 1. Homeless documentation is in file |  |  |  |
| 1. Coordinated Entry referral on file? |  |  |
| 1. If serving chronically homeless, documentation of chronic homelessness is in file |  |  |
| 1. Chronic Homeless History documented? |  |  |
| 1. Program Specific (PSH, Chronic, etc…): is there documentation of disability signed by an appropriate credentialed person? |  |  |
| 1. VISPDAT, VIFSPDAT, TAYSDPAT complete? |  |  |
| Latest Score\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |
| * 1. Is score applicable to program? |  |  |
| 1. Appropriate documents collected in HMIS? (rental agreements, lease, etc…)? |  |  |
| 1. ROI date in HMIS matches paper ROI date? |  |  |
| 1. ROI Covers data entered? |  |  |
| 1. HUD Verifications Complete in HMIS? |  |  |
| 1. Household composition is documented |  |  |
| 1. Ongoing assessment/case notes are in file |  |  |
| 1. Service/goal/housing plan is in file |  |  |
| 1. Are the Chronic Homeless Questions Congruent with what is in HMIS or documented? |  |  |
| 1. Entire HMIS Assessment complete? |  |  |
| 1. (If Needed) All Household members have completed HMIS assessment? |  |  |
| 1. Entry/Exit dates match with what’s in file? |  |  |
| 1. (If Needed) Is annual assessment complete in HMIS? |  |  |
| 1. (If Needed) Appropriate parts of coordinated assessment are complete in HMIS? |  |  |
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