LSA Data Quality | Client Details Guide

The following guide provides information on locating and running the LSA Data Quality report within the PA HMIS.   This report is available to all users and generates data program and client level data quality and client details information for all homeless programs that are included in the annual Longitudinal System Analysis (LSA) report during the specified timeframe.

Please note that the Longitudinal System Analysis (LSA) report is an annual submission made to HUD at the CoC level and replaces the previous AHAR reporting process.

All users with access to the new PA HMIS/Client Track system will have access to the LSA Data Quality Report, and is located under the **Home** -> **Case Manager Report** area. There are four folders in this area, and this report is located within the HUD / HMIS Reports -> LSA Reporting folders -> LSA Data Quality Report.

Select the LSA Data Quality Report link and the system will load the report filter that will enable you to enter options for which to generate the report.

Date Range: while you can enter in any date range you would like, we recommend for the review period to enter the date range the annual LSA is being generated and is from 10/1 of the previous year to 9/30 of the current year (i.e. 10/1/2017 – 9/30/2018).


Organization(s): the report will require you to select the organization in which you want to report on and most of the time will automatically select your organization for you (defaults if you have access to only a single organization).

Project(s): the system will require you to select a project of group of projects to be included, which is based both on the organization(s) previously selected.   In many cases, since this is a review style report, we recommend including all projects listed in the filter to populate the report.
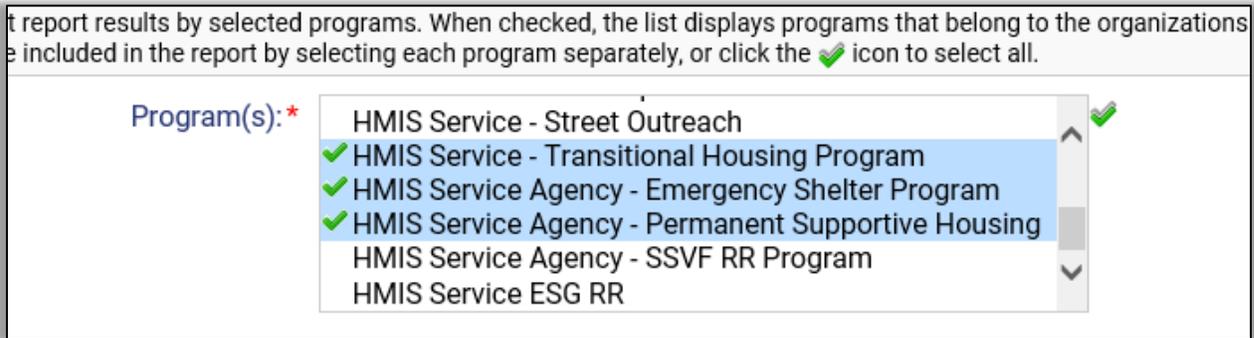
Run the Report: Once the report filters have been properly set, simply select the "Report" button on the bottom right-hand side of the screen, this will generate the report.

The report will appear in a new window on your screen, you can use the "PDF Export" option near the top of the report window to create and save the report.
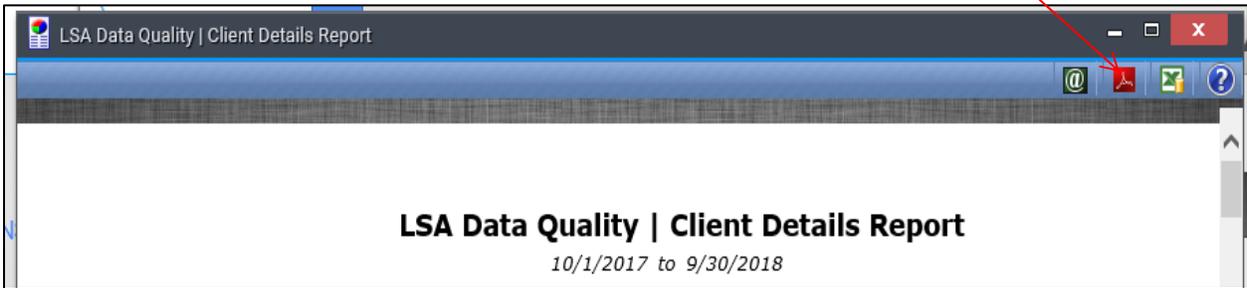
Report Information: The report is separated into two distinct sections; the top section includes all Active Clients enrolled during the timeframe and the second section includes all Exited Clients during the time. If more than 1 program is selected for the report, the clients are grouped by each project within each of the 2 sections.

Active Clients enrolled during timeframe:

Each client enrolled within the period will be listed along with many data elements that denote their demographics (Age, Gender, Race) as well as information collected about their project stay such as Household Type, Health Conditions and Prior Residence.

Please review and update any data elements listed with either Don't Know, Refused, Data Not Collected or Missing; these values represent incomplete or not collected information required for the LSA submission.

Active Clients during Reporting Period

HMIS Service - Rental Assistance Housing (RRH) (PH - Rapid Re-Housing)

Client (ID)	Age	Relationship	Household	Household Type	Entry Date	Housing Move-In Date	Exit Date	Gender	Ethnicity	Race	Veteran Status	Disabling Condition
Johnson, John (82916)	42	Self	Johnson, John Household	Adults Only	8/27/2018	8/27/2018	8/28/2018	Male	Non-Hispanic/Latino	White	Missing	No
Johnson, Wendi (150917)	41	Spouse	Johnson, John Household	Adults Only	8/27/2018	8/27/2018	8/28/2018	Female	Non-Hispanic/Latino	White	No	No

All the data elements listed are included on the LSA report and used for the calculation of metrics and are important that this data is completed and as up to date as possible so that the information extracted from these data points is accurate.

Please take notice of each client's Age and Household Type, as well as their Entry, and if applicable Exit and Housing Move-In Dates as these are critical for demographic typing ad length of stay and trend metrics.

Exited Clients included in Reporting Period:

Each client that has an exit within the reporting period will be listed with the same data elements as the first active client section and are used in the same fashion and contribute directly to the exit and outcome metrics included on the LSA report.

Exited Clients included in Reporting Period

Includes clients exited between 10/01/2015 and 04/01/2018

HMIS Service - Rental Assistance Housing (RRH) (PH - Rapid Re-Housing)

Client (ID)	Age	Relationship	Household	Household Type	Entry Date	Housing Move-In Date	Exit Date	Gender	Ethnicity
Aaron, Kimberely (80971)	12	Spouse	Aaron, Kimberely - 2001	Children Only	1/6/2014	No Move-In	6/1/2017	Female	Non-Hispanic/Latino
Cooper, Ralph (84652)	10	Dependent Child	Cooper, Ralph - 2004	Children Only	3/31/2015	No Move-In	6/1/2017	Male	Non-Hispanic/Latino
Johnson, Jim (82381)	24	Self	Johnson, Jim - 1990	Adults Only	1/22/2015	No Move-In	6/1/2017	Male	Non-Hispanic/Latino

Please note that the LSA looks at clients that have exited your programs starting 2 years prior to the LSA start period and ends 6 months into the LSA timeframe. As an example, with the current 2018 timeframe of 10/1/2017 through 9/30/2018 – the LSA will be looking at all persons exiting or leaving projects between 10/1/2015 and 4/1/2018.

Along with using basic demographic information and the information listed above, please also take note of each person's Destination as that factors into outcomes as well as possible recidivism metrics included in the report.