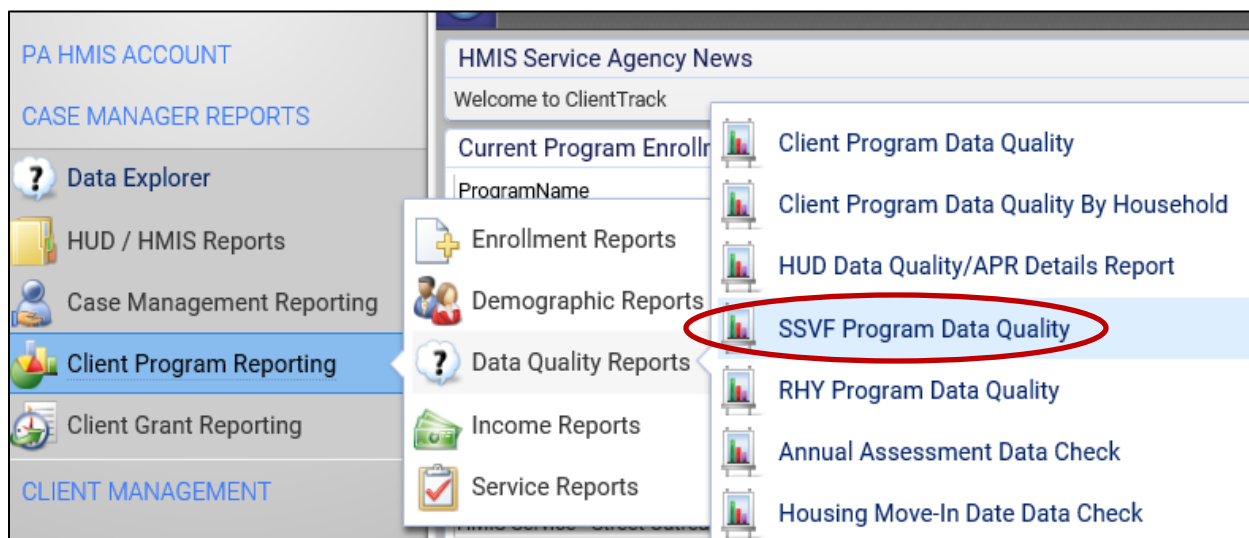


SSVF Program Data Quality Report Guide

The following guide provides information on locating and running the **SSVF Program Data Quality** report in the PA HMIS system. This report is available to all users and generates data quality issue identification and measures for all non-standard data elements required for SSVF funded programs. This report can be used to help prepare your data for monthly uploads to the VA Repository system.

The SSVF Program Data Quality report and is located under the **Home -> Case Manager Reports** area, and can be found within the Client Program Reporting -> Data Quality Reports folders, as circled below.



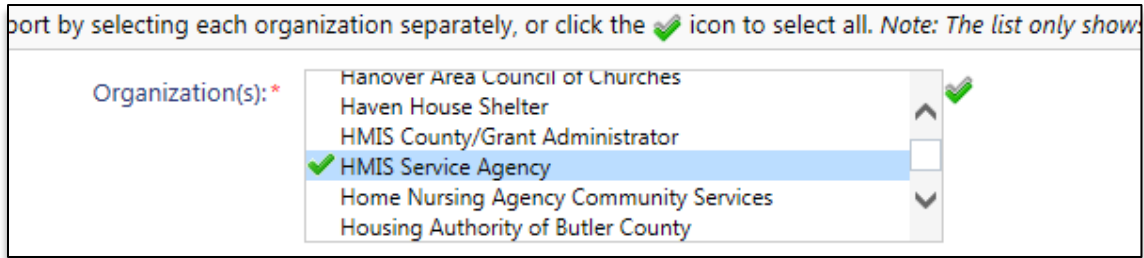
Select the SSVF Program Data Quality report link and the system will load the report filter that will enable you to enter options for which to generate the report.

Date Range: the report allows you to enter in a date range for the report, which will determine which clients served to include. You can use any of predefined time ranges or you can manually enter in the date range to include on the report.

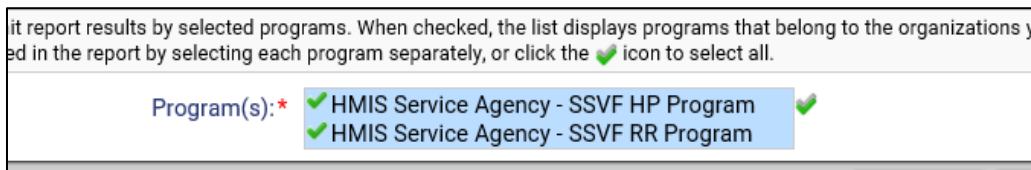
...d for this report. Only records that fall within the date range you select will be included.

Predefined Date Range:	-- SELECT --
Enrollments Between:*	10/01/2018 and 02/28/2019

Organization(s): the report will require you to select the organization(s) 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).



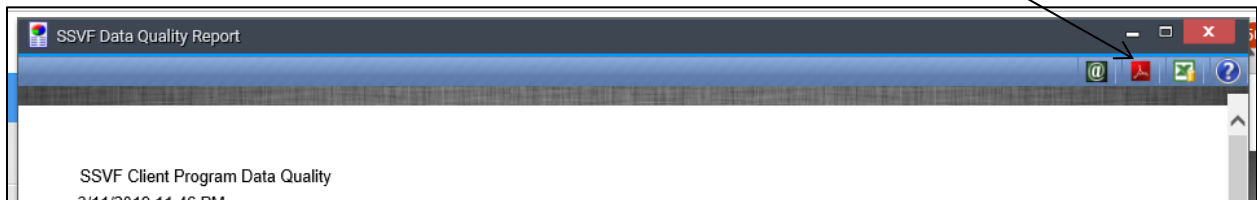
Project(s): the system will require you to select at least 1 SSVF program for inclusion on the report. Based on the organization selected the system will display all the SSVF funded programs available and you can pick and choose which ones to include/exclude.



Please note that you can include more than 1 SSVF program on the report and all data quality and clients served information will automatically be grouped and separated by each program listed.

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 RHY Program Data Quality report.

The report will appear in a new window on your screen, you can use the “**export**” option near the top of the report window to create and save the report into a PDF.



Report Summary: the report will include each client enrolled in the selected program during the report timeframe and list each of their SSVF data elements for their program stay; each client is grouped together with any other household members included in the enrollment.

The basis of the report is to show which of the SSVF specific elements have any identified data quality issue, with the identification rules based on the same ones used by the VA Repository in their data quality analysis.

As with the other data quality style reports, if a data element has been properly collected or the client is not required to have it collected, the field will be blank. Any data quality issues identified with a specific element will list it with a “X” to denote a problem. In most cases, those identified as having an issue are most likely due to the element either being missed/not collected or recorded with a client doesn’t know or client refused response.

All the SSVF specific data elements are displayed across the header for each program included and all household / clients active during the timeframe of the report are listed to show any data quality issues.

SSVF Data Quality Report														
<i>includes VA-SSVF specific data elements for household/clients</i>														
10/1/2018 to 2/28/2019														
[Blank] = No Issue, X = Issue Identified														
HMIS Service Agency - SSVF RR Program (Rapid Rehousing)														
Client (ID)	Age	Enroll Date	Exit Date	No Veteran in Household	No Household Head	Multiple Household Heads	Income Percent of AMI	HP Targeting Criteria	VAMC Station Code	Veteran Status	Last Grade Completed	Homeless HP	Homeless RRH	SOAR at Entry
<i>Aaron, Henry - 1985</i>														
Aaron, Kimberly (80971)	13	7/17/2015												
Aaron, Henry (80970)	29	7/17/2015							X		X			X
<i>B. Smith Household</i>														
Smith, Jennifer (57443)	35	6/3/2014									X			X
Smith, Benjamin (55565)	31	6/3/2014									X			X
<i>Bartley, Lester Earl - 1958</i>														
Bartley, Lester Earl (105098)	58	6/10/2016												X

Each project included provides a summary of the # of records, # of issues identified and % of issues identified for each element to provide an overview review of data quality for these SSVF required elements / data checks.

Total Records:	43	43	43	27	27	27	36	36	27	36	36
Total Issues Identified:	0	1	0	1	0	4	0	14	0	4	36
Records w/Issues %:	0 %	2 %	0 %	4 %	0 %	15 %	0 %	39 %	0 %	11 %	100 %
Enrollments: 43		Households: 28		Clients: 43		Veterans: 20					

Please note that many of these elements are required to be collected based on the type of client in the household (Head of Household vs. Adult vs Child) and whether the client has exited the program. Any element that is not required to be collected for a client will show as a blank field and not list any data quality issues.

SSVF Data Elements: the following table provides a listing of all SSVF specific elements included on this report, the records that are required to collect this element and rules to when issues should be identified. The same rules listed below from the VA Repository were used in the HMIS SSVF Data Quality to ensure the same data quality logic is being applied by both systems and reporting.

Field	Records	Issues
No Veteran in Household	Count all Households	Count where no member of the HH is Veteran
No Head of Household	Count all Households	Count where no member of the HH is Head of Household
Multiple Heads of Household	Count all Households	Count where more than one member of the HH is Head of Household
Income as Percent of AMI	Count all HOH at Entry	Count all missing/invalid Percent AMI

Field	Records	Issues
HP Targeting Criteria	Count all HP HOH at Entry	Count all missing/invalid HP Screening Score (HP Only)
VAMC Station Code	Count all HOH at Entry	Count all missing/invalid VAMC Station
Veteran Status	Count all adult records	Count all missing/invalid Veteran Status
Last Grade Completed	Count all HOH and adults at Entry	Count all missing/invalid Last Grade Completed (Education Assessment)
Homeless HP	Count all HP HOH and adults at Entry	Count all "homeless" Living Situation (HP Only)
Housed RRH	Count all RRH HOH and adults at Entry	Count all "not homeless" Living Situation (RRH Only)
SOAR Entry	Count all HOH and adults at Entry	Count all missing/invalid Connection with SOAR
Very High Income at Entry	Count all HOH and adults at Entry	Count all Total Monthly Income greater than \$5000
Missing Destination	Count all clients at Exit	Count all missing/invalid Destination
Missing Move In Date (RRH Only)	Count all RRH HOH at PH Exit	Count total number of HH exits to PH with no valid Housing Move-In
SOAR Exit	Count all HOH and adults at Exit	Count all missing/invalid Connection with SOAR
Very High Income at Exit	Count all HOH and adults at Exit	Count all Total Monthly Income greater than \$5000
Veteran with missing Operation Enduring Freedom	Count all veterans	Count all missing/invalid Afghanistan OEF (Theatre of Operations)
Veteran with missing Operation Iraqi Freedom	Count all veterans	Count all missing/invalid Iraq OIF (Theatre of Operations)
Veteran with missing Operation New Dawn	Count all veterans	Count all missing/invalid Iraq OND (Theatre of Operations)
Veteran with missing Military Branch	Count all veterans	Count all missing/invalid Military Branch
Veteran with missing Discharge Status	Count all veterans	Count all missing/invalid Discharge Status

Please note that not all SSVF required elements are included in the above table or in the report, only the ones specific to only VA-SSVF projects have been provided. We recommend using this report in conjunction with PA HMIS's standard data quality reports for traditional elements such as demographics (SSN, DOB, Gender, etc.) and insurance, income and benefits.