

Quarterly Data Quality Process

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Quarterly Data Quality Process

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- Accessing the Report
 - Chicago DQ Report
 - Timeliness
- Reviewing the Reports
- Troubleshooting
- Questions (if time allows)

Housekeeping

Housekeeping

Please submit your questions using the question function of GoToWebinar; given that we have a significant amount to cover, we may not be able to address them.

We will be having a follow up [webinar](#) on Oct 27th at 11 am, and you are always encouraged to email your questions to Helpdesk@AllChicago.org.

This webinar will be recorded and posted to the existing [Data Quality articles](#).

Updates

For those providers that have pulled reports earlier this week, the reports being referenced in this webinar may look a little different.

The reports referenced are what your reports will look like as of today, Oct 7th. We received feedback from the community regarding issues with calculating certain housing situation questions and have adjusted the report to be more accurate and simpler to understand.

Context

Context

The Chicago Continuum of Care (CoC) utilizes data-informed approaches to coordinate services and resources in its efforts to end homelessness.

Homeless Management Information System (HMIS) data quality is an important factor to measure efforts to end or prevent homelessness.

The CoC relies on the work of all providers of all funding types to enter accurate, complete, and timely data to ensure we have the information we need to make informed decisions as a community.

Context

Due to this importance on data, and in order to maintain data quality, providers in the HMIS are expected to participate in a quarterly data quality process that address data in the following areas:

- Missing Values
- Child-Only Entries
- Bed Utilization
- Timeliness

Context: Who Participates

All projects, regardless of funding, are required to participate in the quarterly data quality process. So long as a project is active and has at least one client enrolled, it is expected that the data quality report for said project be submitted.

Please refer to this [list of currently active projects](#) that are expected to participate in the data quality process.

Report Details

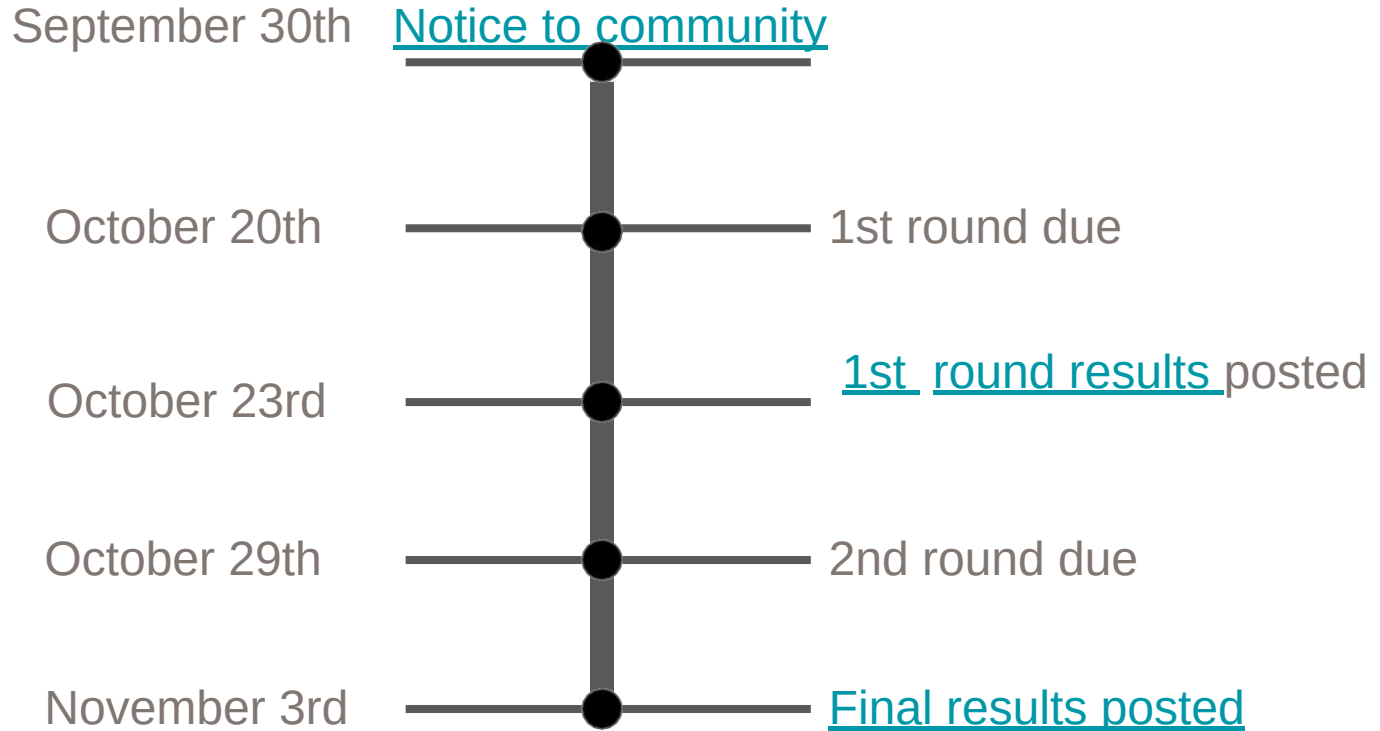
- The report will be looking at the period from October 1st 2019 to September 30th, 2020
- Will be utilizing the ART and SQL reports for the data quality process
- The Point in Time date will be set for July 29th, 2020
 - This looks at how many clients were enrolled on the night of July 29th against how many units/rooms the project is reported to have

This Quarter's Overview

- ART reports, which can be downloaded by the user, will cover the following:
 - Missing values
 - Child-only entries
 - Bed utilization
- The SQL report will be sent to agencies and will cover the following:
 - Timeliness
- The ART report will remain accessible throughout the year
- The SQL report will be emailed to the ATA

Timeline

Data Quality Timeline



Resources and User Support

User Resources

We have two thorough articles on the Data Quality process:

- [Data Quality Process Overview](#)
- [Running and Interpreting the Data Quality Report](#)

Both of these articles will have a link to the recorded version of this webinar. Other helpful links:

- [Agency Project Types](#)
- [DQ Receipts](#)
- [ATA Training Series](#)

User Resources

We understand there may need to be further training/assistance for users that are new to the process, or that have forgotten how the report process operated.

As such, we are offering assistance through the Help Desk (Helpdesk@allchicago.org).

User Resources: Requesting Assistance

- All sessions are limited to 30 minutes (This is outside of the typical email exchange)
 - We can schedule time during the week if more is needed
- These sessions will be done online - please ensure your computer has the capacity to record audio
- An Agency Technical Administrator, or someone with ART access, must be on the call as well
- Please open a ticket with the HelpDesk highlighting any specific clients that need troubleshooting
- Please have your report scheduled so that the HMIS team member can pull your information quickly, or email the report you plan on referencing beforehand

User Resources: Exemption Forms and Unit Updates

- [Child Only Entry](#)
 - Only certain project types are allowed to have child only entries. In the instance where you work with a client that is genuinely an unaccompanied minor, under the age of 18, this form will provide an exemption for compliance.
- [Utilization Non-Compliance](#)
 - If there was a reason that certain beds/units were not available (ex. Construction, flooding, etc.), then feel free to submit this form for an exemption.

Accessing the Report

Reviewing the Reports

Troubleshooting

Q & A

Thank you!