ANNUAL POINT-IN-TIME COUNT (PIT)

PIT 2021 TRAINING
JANUARY 5, 2021
House Keeping

- Because this is a webinar, attendees are muted
- Please type any questions you have into the Questions Box
- We are recording this webinar and the recording and slides will be available in our Webinar Library at www.cceh.org
Presenters

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Target Audiences

• Regional Coordinator
• PATH or Street Outreach Worker
• Emergency Shelter Provider
• Seasonal Shelter Provider

There will be a separate training for non-HMIS users who may report unsheltered on **Tuesday, January 19th at 11am**
Agenda

• Overview of PIT

• Sheltered vs Unsheltered Counts in 2021
  • What’s different due to COVID?
  • Beds, Cots, Mats, Chairs

• Recording the Unsheltered
  • HMIS Access
  • Non-HMIS Access

• Roles and Responsibilities

• Demo of new PIT Unsheltered Program

• Questions
Point-In-Time Count

BACKGROUND AND CHANGES FOR 2021
What is the Point-in-Time Count?

• The Point-in-Time Count (PIT) is a federally-mandated count of the number of people experiencing homelessness in communities across the country.

• Occurs on one night during the last ten days of January (typically coldest weather of the year).

• This includes people in both emergency shelters and those who are unsheltered/places not meant for habitation.

• The PIT provides a snapshot of homelessness at the same time each year which helps spot trends in the population.
PIT 2021 Highlights
Changes Due to COVID-19

- Leverage year-round HMIS and non-HMIS data, not one-night of volunteer surveys
- Leverage professional PATH and street outreach staff; no sampling/weighting
- PIT is Tuesday, January 26, 2021
- Include non-HMIS users who are part of system (soup kitchens, municipalities, etc.)
- New PIT Unsheltered program in HMIS for those without a dedicated Street Outreach or PATH program; online or paper form for non-HMIS users
- Increase awareness among Regional Coordinators and outreach teams in each CAN
- No Youth Count
Overview of PIT 2021: **Sheltered** Count

- No methodology changes
- Record number of people in hotels and shelters separately
  - Separate PIT database entry for hotels/motels to record how many clients slept in hotel vs shelter on night of PIT (Tuesday, 1/26/21)
    - If using hotels/motels – are they in the PIT database?
      - [https://app.nutmegit.com/HMISP](https://app.nutmegit.com/HMISP)

If your hotel/motel is not in the PIT database, contact Nutmeg at [help@nutmegit.com](mailto:help@nutmegit.com)
Overflow and Emergency Shelters

Ensure data is complete and accurate

Is guest data up to date on Smartsheets?

Data will be pulled from Smartsheets into HMIS after PIT

On night of PIT, enter how many slept in shelter and/or in hotels in FIT database

Enter check-in for each night slept in overflow shelter in HMIS

Ensure guest has ES enrollment in HMIS

Is guest in a hotel/motel?

END

START

OVERFLOW and EMERGENCY SHELTERS
Beds, Cots, Mats, Chairs

On Night of PIT (Tuesday, 1/26/21)

**COUNT AS SHELTERED**

Overflow Shelters or Emergency Shelters

If you operate as a shelter and have:

- **BEDS**, **COTS**, or **MATS**
- Entered into PIT database

**COUNT AS UNSHELTERED**

Seasonal Shelters

If you do not operate as a shelter and have:

- **CHAIRS** or **MATS**
- Do NOT enter counts into PIT database
- Enter into ‘PIT Unsheltered’ program
  - Copy assessment from current Seasonal Shelter program
Overview of PIT 2021: **Unsheltered** Count

- **HMIS Users**
  - PATH and Street Outreach open enrollments
  - New ‘PIT Unsheltered’ program enrollments
  - Seasonal Shelter open enrollments (confirm who was there on 1/26/21)

- **Non-HMIS Users**
  - Paper ‘PIT Unsheltered’ form
  - Online web application/form
How/Where to Enter Unsheltered?

1. Locate Unsheltered Person(s)
2. Do you have access to HMIS?
   - YES
     - Do you have PATH funding?
       - YES
         - Use PATH program in HMIS
       - NO
         - Do you have a street outreach program?
           - YES
             - Use ESG street outreach program in HMIS
           - NO
             - Use online form (on phone, desktop, tablet, etc.)
3. Using paper form
   - NO
     - Scan and Email to CCEH data@ccceh.org
   - YES
     - CANs/RCs can be given access to view/export data
Roles and Responsibilities

WHAT AM I TO DO?
PATH Worker

- Continue to enter unsheltered people in your PATH project
- If they are not eligible, or if you don’t know yet if they are, enter them in your PATH project as a ‘CONTACT’
- As a last resort, use the new ‘PIT Unsheltered’ project in HMIS to enter people
- Ensure everyone has the ‘Current Living Situation’ field updated in the PATH enrollment (are they still unsheltered?)
- Get to know your Regional Coordinator and filter any questions through them
- Ensure all data is up to date by February 10, 2021
- Confirm data is up to date to Regional Coordinator on February 10, 2021 or identify exceptions
Use an existing Street Outreach project in HMIS available to you to enter new unsheltered people

If you do not have one, use the new ‘PIT Unsheltered’ project

Ensure all existing open enrollments are up to date

Get to know your Regional Coordinator and filter any questions through them

Confirm all open enrollments were unsheltered on night of PIT by February 10, 2021

Confirm data is up to date to Regional Coordinator on February 10, 2021 or identify exceptions
Emergency/Overflow Shelter Providers

- Ensure all current clients are enrolled in an emergency shelter (ES) project
  - If client is sleeping in the shelter, enter bed night counts each night
- If using hotels/motels, ensure Smartsheet data is up to date and everyone has an ES enrollment
  - You can use HMIS Hotel Enrollment, too
- On night of PIT, count anyone in beds, cots, or on mats as sheltered in the PIT database
- Enter in all hotel/motel guests in PIT database (separate from shelter guests)
- Get to know your Regional Coordinator and filter any questions through them
- Verify who was chronically homeless for PIT
- Ensure all data is accurate by February 10, 2021
  - Should any enrollments be closed?
  - Confirm data is up to date to Regional Coordinators on February 10, 2021 or identify exceptions
Seasonal Shelter Providers

☐ Ensure every guest has an open enrollment

☐ Get to know your Regional Coordinator and filter any questions through them

☐ On night of PIT, confirm which guests were in the seasonal shelter
  ○ Enroll in new ‘PIT Unsheltered’ program

☐ Confirm data is up to date to Regional Coordinators on February 10, 2021 or identify exceptions
Get to know who the outreach workers are and assist with any questions

Communicate that all PATH and Outreach data should be up to date for PIT

Guide outreach workers to ‘PIT Unsheltered’ program in HMIS if they do not have own program

Confirm PATH and Outreach teams have all data updated in HMIS by February 10, 2021
  - Contact CCEH (data@cceh.org) when PATH, Street Outreach, and Shelter providers confirm data is updated
  - Identify exceptions to CCEH
Demonstration

HMIS PIT UNSHELTERED PROGRAM
NON-HMIS UNSHELTERED APP
NEW ‘PIT Unsheltered’ Project

- Available to User Roles: Emergency Shelter, PATH, Outreach
- Option for those who do not have any outreach program to enter unsheltered
- Mirrors standard enrollment (basic demographics and disabling conditions)
- Enter ‘Data Not Collected’ for Financial Assessment and Health Insurance sections
- All clients entered in this program will need to eventually be transferred (copy assessment) to another outreach or PATH program
- Detailed instructions on both CCEH.org and CTHMIS.com websites
NEW Online Unsheltered Form

• Intended for non-HMIS users
  • Homeless outreach partners in community (soup kitchens, municipalities, etc.)

• Web-based/mobile capable form to collect data on unsheltered
  • View on phone or any browser
  • Ability to cache data; no internet needed while using
  • Geo-tagging feature
  • HMIS ROI so can be imported into HMIS outreach project

• Separate training mid-January 2021
Web App (non-HMIS users)
Questions?

For any additional questions email training@cceh.org
## List of Regional Coordinators

<table>
<thead>
<tr>
<th>Region</th>
<th>Last Name</th>
<th>First Name</th>
<th>Email</th>
<th>Actual PIT Regions</th>
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<tr>
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<td>Lisa</td>
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<td>Stephen</td>
<td>Yeharar</td>
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<td>Hartford &amp; Suburbs</td>
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<td>Alexis</td>
<td><a href="mailto:Alexis.Gaynor@JourneyHomeCT.org">Alexis.Gaynor@JourneyHomeCT.org</a></td>
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<tr>
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<td>Nancy</td>
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