

| <input type="checkbox"/>  | <input type="checkbox"/>            | <input type="checkbox"/>            | Title ▲  | Last Run  | Type                      | Owner                    | Instances |
|---|-------------------------------------|-------------------------------------|--|-----------|---------------------------|--------------------------|-----------|
| <input checked="" type="checkbox"/>   | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | 213 - UDE Completeness - Entry Exit Workflow - v10.08.16                                 | Never run | Web Intelligence Document | montgomery_live:MartiD03 | 0         |
| <p>History   Schedule   Modify   Properties</p> <p>[Case# 20125] This ART report is designed to assist administrators in monitoring data completeness by reporting the percentages of null responses and the percentages of refused/unknown responses for ten assessment based HUD Universal Data Elements (UDEs). In calculating these percentages, the report takes into consideration whether each client contained in the analysis is an adult, a child, or an unaccompanied youth since the required data elements for these three client subsets differ from one another. This version of the report is for use by providers using program entries and exits in their work flow. BASED ON RESPONSES FROM ENTRY OF ENTRY EXIT. New version includes new HUD standards, User Updating counts, Primary and Secondary Homeless reasons. Grading scale is based on Null Data counts. Added Domestic Violence Question. Added user creating column, and sorted each tab by USER CREATING.</p> |                                     |                                     |  |           |                           |                          |           |
| <input checked="" type="checkbox"/>   | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | 216 - Unexited Clients Exceeding Maximum Length of Stay (Entry Exit version) - v09.03.09 | Never run | Web Intelligence Document | montgomery_live:MartiD03 | 0         |
| <p>History   Schedule   Modify   Properties</p> <p>This report is designed to monitor data quality by insuring that clients in selected program have a timely program exit. The report allows the User the ability to examine the length of stay (los) for all unexited clients in up to five selected programs. The User is also prompted to specify the maximum length of stay for each program enabling the report to flag clients whose los has exceeded the limit. The report also identifies unexited clients with multiple entries. USER UPDATING FILTER has been added in order to highlight users who may have data entry problems.</p>  |                                     |                                     |  |           |                           |                          |           |
| <input checked="" type="checkbox"/>   | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Case Worker Records - Data Quality Part 1  | Never run | Web Intelligence Document | montgomery_live:roblec   | 0         |
| <p>History   Schedule   Modify   Properties</p> <p>This report has 3 data quality checks. The first tab shows clients who are assigned a Case Worker, but are no longer at the Provider according to their Entry Exit records. The second tab looks for clients who have no End Date in their Case Worker Record, but the Start Date is before the client's earliest Entry Exit. The third tab looks for clients whose Case Worker Records have a length of over 1 year.</p>  |                                     |                                     |  |           |                           |                          |           |
| <input checked="" type="checkbox"/>   | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Case Worker Records - Data Quality Report  | Never run | Web Intelligence Document | montgomery_live:MillaS01 | 0         |
| <p>History   Schedule   Modify   Properties</p> <p>This report shows clients who are assigned a Case Worker, but are no longer at the Provider according to their Entry Exit records.</p>   |                                     |                                     |  |           |                           |                          |           |
| <input type="checkbox"/>  | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | HUD and Client Served Report - Comparison  | Never run | Web Intelligence Document | montgomery_live:MillaS01 | 0         |
| <p>History   Schedule   Modify   Properties</p> <p>This report allows a quick comparison of the total number of clients for a HUD 40118 APR report, Client Served (Services Only), Client Served (Shelter only), and Clients receiving ANY services that overlap their Entry Exits.</p> <p><i>Re-Developed vs. HUD LOC APR</i></p>  |                                     |                                     |  |           |                           |                          |           |
| <input type="checkbox"/>  | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | HUD vs Client Served Report - Shelter Stays Only   | Never run | Web Intelligence Document | montgomery_live:MartiD03 | 0         |
| <p>History   Schedule   Modify   Properties</p> <p>This report helps identify the difference between your HUD 40118 APR client count and Client Served client count. Tab 1 looks for clients who only have Entry Exits. Tab 2 looks for clients who only have Services or Shelter Stays based off of ShelterPoint. Tab 3 looks for clients who may have entered the shelter earlier than their Entry Exit, or their Entry Exit has lasted longer than their Shelter/Service. Added user creating column.</p> <p><i>Re-Developed vs. HUD LOC APR</i></p>   |                                     |                                     |  |           |                           |                          |           |
| <input checked="" type="checkbox"/>   | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Individuals and Individual Size Households Report  | Never run | Web Intelligence Document | montgomery_live:roblec   | 0         |
| <p>History   Schedule   Modify   Properties</p> <p>This report has four tabs. Tab 1 shows every client in ServicePoint with no Household information. Tab 2 shows Entry Exits where a household exist for a client, but the client is listed by themselves in the Entry Exit. Tab 3 shows Households that have only one client in them. Tab 4 shows all clients with no Exit in their Entry Exit and are not part of a household.</p>   |                                     |                                     |  |           |                           |                          |           |

|                                     |  |  |   |           |                           |                          |   |   |
|-------------------------------------|--|--|---|-----------|---------------------------|--------------------------|---|---|
| <input checked="" type="checkbox"/> |  |  | ServicePoint Active User Report   | Never run | Web Intelligence Document | montgomery_live:roblec   | 0 | <p>History   Schedule   Modify   Properties</p> <p>This report lists all active users, grouped by provider name and sorted by user name. Agency Administrators can use this report to determine and report users that are no longer with their agency. This should be reported to the HMIS Administrator.</p>   |
| <input type="checkbox"/>            |  |  | ZZ_DELETE_0216 - Unexited Clients Exceeding Maximum Length of Stay (Entry Exit version) - v09.03.09 | Never run | Web Intelligence Document | montgomery_live:roblec   | 0 | <p>History   Schedule   Modify   Properties</p> <p>This report is designed to monitor data quality by insuring that clients in selected program have a timely program exit. The report allows the User the ability to examine the length of stay (los) for all unexited clients in up to five selected programs. The User is also prompted to specify the maximum length of stay for each program enabling the report to flag clients whose los has exceeded the limit. The report also identifies unexited clients with multiple entries.</p>  |
| <input type="checkbox"/>            |  |  | ZZ_DELETE_213 - UDE Completeness - Entry Exit Workflow - v10.08.16                                  | Never run | Web Intelligence Document | montgomery_live:MillaS01 | 0 | <p>History   Schedule   Modify   Properties</p> <p>[Case# 20125] This ART report is designed to assist administrators in monitoring data completeness by reporting the percentages of null responses and the percentages of refused/unknown responses for ten assessment based HUD Universal Data Elements (UDEs). In calculating these percentages, the report takes into consideration whether each client contained in the analysis is an adult, a child, or an unaccompanied youth since the required data elements for these three client subsets differ from one another. This version of the report is for use by providers using program entries and exits in their work flow. BASED ON RESPONSES FROM ENTRY OF ENTRY EXIT. New version includes new HUD standards, User Updating counts, Primary and Secondary Homeless reasons. Grading scale is based on Null Data counts.</p> |
| <input type="checkbox"/>            |  |  | ZZ_DELETE_Entry Exits Closed Services Open Report   | Never run | Web Intelligence Document | montgomery_live:roblec   | 0 | <p>History   Schedule   Modify   Properties</p> <p>This report will display clients who have left the program, are not currently in the program, and still have open Service Transactions.</p>  |
| <input type="checkbox"/>            |  |  | ZZ_DELETE_HUD vs Client Served Report - Shelter Stays Only  | Never run | Web Intelligence Document | montgomery_live:MillaS01 | 0 | <p>History   Schedule   Modify   Properties</p> <p>This report helps identify the difference between your HUD 40118 APR client count and Client Served client count. Tab 1 looks for clients who only have Entry Exits. Tab 2 looks for clients who only have Services or Shelter Stays based off of ShelterPoint. Tab 3 looks for clients who may have entered the shelter earlier than their Entry Exit, or their Entry Exit has lasted longer then their Shelter/Service.</p>  |
| <input type="checkbox"/>            |  |  | ZZ_DELETE_UDE Completeness - Entry Exit Workflow - with USER CREATING ENTRY(2)                      | Never run | Web Intelligence Document | montgomery_live:MartiD03 | 0 | <p>History   Schedule   Modify   Properties</p> <p>Saved it twice because I didn't allow refresh time.</p>  |
| <input type="checkbox"/>            |  |  | ZZ_DELETE_UDE Completeness - Entry Exit Workflow - with USER CREATING ENTRY(3)                      | Never run | Web Intelligence Document | montgomery_live:MartiD03 | 0 | <p>History   Schedule   Modify   Properties</p> <p>[Case# 20125] This ART report is designed to assist administrators in monitoring data completeness by reporting the percentages of null responses and the percentages of refused/unknown responses for ten assessment based HUD Universal Data Elements (UDEs). In calculating these percentages, the report takes into consideration whether each client contained in the analysis is an adult, a child, or an unaccompanied youth since the required data elements for these three client subsets differ from one another. This version of the report is for use by providers using program entries and exits in their work flow. BASED ON RESPONSES FROM ENTRY OF ENTRY EXIT. New version includes new HUD standards, User Updating counts, Primary and Secondary Homeless reasons. Grading scale is based on Null Data counts.</p> |

# Data Quality (Agency Admin)

|                          |  |  |  |           |                                 |                          |   |
|--------------------------|--|--|--|-----------|---------------------------------|--------------------------|---|
| <input type="checkbox"/> |  |  | ZZ_DELETE_UDE Completeness -<br>Entry Exit Workflow - with USER<br>CREATING ENTRY(4) | Never run | Web<br>Intelligence<br>Document | montgomery_live:MartiD03 | 0 |
|--------------------------|--|--|--|-----------|---------------------------------|--------------------------|---|

History | Schedule | Modify | Properties

[Case# 20125] This ART report is designed to assist administrators in monitoring data completeness by reporting the percentages of null responses and the percentages of refused/unknown responses for ten assessment based HUD Universal Data Elements (UDEs). In calculating these percentages, the report takes into consideration whether each client contained in the analysis is an adult, a child, or an unaccompanied youth since the required data elements for these three client subsets differ from one another. This version of the report is for use by providers using program entries and exits in their work flow. **BASED ON RESPONSES FROM ENTRY OF ENTRY EXIT.** New version includes new HUD standards, User Updating counts, Primary and Secondary Homeless reasons. Grading scale is based on Null Data counts.

---

| <input type="checkbox"/>            |  |  | Title ▲   | Last Run  | Type                      | Owner                    | Instances |
|-------------------------------------|--|--|---|-----------|---------------------------|--------------------------|-----------|
| <input checked="" type="checkbox"/> |  |  | 0123 - ServicePoint User Last Login Report -v11.02.09<br>History   Schedule   Modify   Properties<br>This report has been created to show ServicePoint users' last login dates to aid System Administrators in license management.  | Never run | Web Intelligence Document | montgomery_live:MillaS01 | 0         |
| <input type="checkbox"/>            |  |  | 0629 - 2011 Housing Inventory Chart v11.02.09<br>History   Schedule   Modify   Properties<br>This report extracts the bed inventory data and prepares it for entry into the eHIC chart on the HUD's HDX website. This report relies on the inventory start/end dates to determine the Inventory Type: Current Inventory ( C ); New Inventory ( N ); Under Development ( U ). This is a point-in-time report that takes a snapshot of the bed inventory connected with the January 2011 Homeless PIT count. It is essentially designed for one time use, and a new version of this report will be produced annually. | Never run | Web Intelligence Document | montgomery_live:MillaS01 | 0         |
| <input checked="" type="checkbox"/> |  |  | 212 - Duplicate Clients in ServicePoint - v09.09.21<br>History   Schedule   Modify   Properties<br>This ART report is designed to assist administrators in finding duplicate clients for one or more selected provider(s). The report identifies duplicates by comparing unique client ID numbers and by comparing Social Security numbers.   | Never run | Web Intelligence Document | montgomery_live:roblec   | 0         |
| <input checked="" type="checkbox"/> |  |  | 220 - Data Incongruity Locator - Age, Gender, Household Relationship Issues - v.09.09.01<br>History   Schedule   Modify   Properties<br>[Case# 20907] This data quality report assists users in locating data entry errors resulting in incongruous information related to the client's recorded age, gender and/or household relationship(s). Both summary and detail information is displayed for 12 different types of errors. User prompts allow both provider(s) and date range to be specified. FIXED to exclude Inactive Households and Household Relations.   | Never run | Web Intelligence Document | montgomery_live:roblec   | 0         |
| <input checked="" type="checkbox"/> |  |  | Active Clients with No Service Transaction or Entry/Exit Records<br>History   Schedule   Modify   Properties<br>This report shows clients who are in ServicePoint who have never had a Service Transaction recorded, or for whom an Entry/Exit has never been created.  | Never run | Web Intelligence Document | montgomery_live:roblec   | 0         |
| <input type="checkbox"/>            |  |  | <del>22_DELETE</del><br>Bedlist Utilization Report<br>History   Schedule   Modify   Properties<br>This report can be used with the PULSE ART report and the Daily Bed Report in ServicePoint to see which Providers are over or under utilizing their bedlists in ShelterPoint. Report pulls counts from ShelterPoint and Bedlist Inventory in the Admin Providers Profile.   | Never run | Web Intelligence Document | montgomery_live:MillaS01 | 0         |
| <input checked="" type="checkbox"/> |  |  | Case Worker Records - Data Quality Part 2<br>History   Schedule   Modify   Properties<br>*DO NOT ALTER PROVIDER PROMPT. This report shows clients who are assigned a Case Worker, but do not have an Entry Exit at their Case Worker Provider. If additional providers are needed/added to the system, be sure to add them into the "Set default values" list in the Case Worker Provider Query Object.   | Never run | Web Intelligence Document | montgomery_live:MillaS01 | 0         |
| <input checked="" type="checkbox"/> |  |  | Duplicate Disability - Errors and Status Report<br>History   Schedule   Modify   Properties<br>This ART Report will display all clients who have duplicate disabilities listed in the Disability Sub-Assessment. It will also display any disability currently associated with the client, and totals for all selected Disability types. Disability Errors Tab shows duplicated Disability records.   | Never run | Web Intelligence Document | montgomery_live:roblec   | 0         |

# Data Quality (HMIS Admin)

|                                     |  |  |           |                           |                          |   |
|-------------------------------------|--|--|-----------|---------------------------|--------------------------|---|
| <input checked="" type="checkbox"/> |  | Entry Exit Closed but Service Transaction Open<br>History   Schedule   Modify   Properties<br>This report will display clients who have left the program, are not currently in the program, and still have open Service Transactions.  | Never run | Web Intelligence Document | montgomery_live:roblec   | 0 |
| <input checked="" type="checkbox"/> |  | Entry Exit Report - Entry Date after Exit Date<br>History   Schedule   Modify   Properties<br>This report looks at Entry Exits where the Entry date is after the Exit date, which should not occur. Tab 1 is totals. Tab 2 displays client details, sorted by Last and First name.                               | Never run | Web Intelligence Document | montgomery_live:MillaS01 | 0 |
| <input checked="" type="checkbox"/> |  | Entry Exit Type Report<br>History   Schedule   Modify   Properties<br>This report will display clients based on their Entry Exit Type. Prompt for Date Range, Entry Exit Type, and Provider. Includes unduplicated Client Count  | Never run | Web Intelligence Document | montgomery_live:roblec   | 0 |
| <input checked="" type="checkbox"/> |  | Households - Individual Only<br>History   Schedule   Modify   Properties<br>Report displays households that have only one client in them.  | Never run | Web Intelligence Document | montgomery_live:roblec   | 0 |
| <input type="checkbox"/>            |  | Provider Name and Type Code List<br>History   Schedule   Modify   Properties<br>This report can be used to help re-organize Provider Groups by identify what a Provider is labeled in their ServicePoint Profile.  | Never run | Web Intelligence Document | montgomery_live:MillaS01 | 0 |
| <input checked="" type="checkbox"/> |  | Shelter Stays - Multiple Providers and Shelter Duplications Report<br>History   Schedule   Modify   Properties<br>Report can be run with multiple Providers for multiple providers error check. Tab 1 looks for clients with null exits in their Shelter Stays.  | Never run | Web Intelligence Document | montgomery_live:MillaS01 | 0 |
| <input checked="" type="checkbox"/> |  | Unaccompanied Youth - Entry Exit Version<br>History   Schedule   Modify   Properties<br>This report will only display clients, ages under 18, that do not have a Group ID in an Entry Exit, which means they will be counted as an Unaccompanied Youth or a Single child household in Entry Exit based reports.  | Never run | Web Intelligence Document | montgomery_live:MillaS01 | 0 |
| <input checked="" type="checkbox"/> |  | Unaccompanied Youth - ShelterPoint Version<br>History   Schedule   Modify   Properties<br>This report will only display clients, ages under 18, that do not have a Group ID in ShelterPoint, which means they will be counted as an Unaccompanied Youth receiving Shelter service.                               | Never run | Web Intelligence Document | montgomery_live:MillaS01 | 0 |
| <input checked="" type="checkbox"/> |  | Zip Code Data Quality Report<br>History   Schedule   Modify   Properties<br>The purpose of this report is to display incorrect zip codes entered, such as dates, letters, less than 5 numbers, and more than 6 numbers. This report pulls the zip code from the Client Universe and not the Entry/Exit universe. | Never run | Web Intelligence Document | montgomery_live:roblec   | 0 |
| <input type="checkbox"/>            |  | ZZ_Delete_213 - UDE Completeness Report - Continuum Version (EE Universe) with Grade Summary   | Never run | Web Intelligence Document | montgomery_live:MillaS01 | 0 |

# Data Quality (HMIS Admin)

History | Schedule | Modify | Properties

This Data Quality Report checks for missing assessments in the Entry of the Entry Exit worksheet, with clients on "Null Data Detail" tab sorted by Entry Exit Group ID. Head of Households are identified by pink alert. All Providers include in the report have their grades shown separately on last tab of the report, and Tab A-Summary by Provider.

---

|                          |   |   |  |           |              |                          |   |
|--------------------------|---|---|--|-----------|--------------|--------------------------|---|
| <input type="checkbox"/> |  |  | ZZ_DELETE_220 - Data Incongruity         | Web       |              |                          |   |
|                          |   |   | Locator - Age, Gender, Household         | Never run | Intelligence | montgomery_live:MillaS01 | 0 |
|                          |   |   | Relationship Issues - v.09.09.01         |           | Document     |                          |   |
|                          |   |   | History   Schedule   Modify   Properties |           |              |                          |   |

[Case# 20907] This data quality report assists users in locating data entry errors resulting in incongruous information related to the client's recorded age, gender and/or household relationship(s). Both summary and detail information is displayed for 12 different types of errors. User prompts allow both provider(s) and date range to be specified. FIXED to exclude Inactive Households and Household Relations.

| <input type="checkbox"/>            |  | Title  | Last Run  | Type                      | Owner                    | Instances |
|-------------------------------------|--|--|-----------|---------------------------|--------------------------|-----------|
| <input checked="" type="checkbox"/> |  | Hotel Demographics – DHCA Grant Invoice<br>History   Schedule   Modify   Properties<br>The purpose of the report is to provide hotel financial data. The report is to answer the following questions: How many room nights were provided to each client by hotel? What were the total monies spent for each client by hotel? THIS VERSION: Contains TOTAL LOS across multiple bedlist, household counts, and amenities charges. Tab 2 of this report contains the same report as Tab 1, with a filter that allows the user to drill for particular clients. UPGRADED 3/30/10: ESG Counts for various demographics including households, gender, race, and disabilities.  | Never run | Web Intelligence Document | montgomery_live:MillaS01 | 0         |
| <input type="checkbox"/>            |  | Hotel Demographics – DHCA Grant Invoice (NON-MC Resident)<br>History   Schedule   Modify   Properties<br>The purpose of the report is to provide hotel financial data. The report is to answer the following questions: How many room nights were provided to each client by hotel? What were the total monies spent for each client by hotel? THIS VERSION: Contains TOTAL LOS across multiple bedlist, household counts, and amenities charges. Tab 2 of this report contains the same report as Tab 1, with a filter that allows the user to drill for particular clients. This version only includes clients who do not have a Montgomery County ZIP Code. UPGRADED 3/30/10: ESG Counts for various demographics including households, gender, race, and disabilities. | Never run | Web Intelligence Document | montgomery_live:MillaS01 | 0         |
| <input checked="" type="checkbox"/> |  | Hotel Financials by Client<br>History   Schedule   Modify   Properties<br>The purpose of the report is to provide hotel financial data for a specific. The report is to answer the following question: How much money was spent on a specific client? How many hotel nights were provided?   | Never run | Web Intelligence Document | montgomery_live:workib   | 0         |
| <input checked="" type="checkbox"/> |  | Hotel Financials by Hotel<br>History   Schedule   Modify   Properties<br>The purpose of the report is to provide hotel financial data. The report is to answer the following questions: How many room nights were provided to each client by hotel? What were the total monies spent for each client by hotel? THIS VERSION: Contains TOTAL LOS across multiple bedlist, household counts, and amenities charges. Tab 2 of this report contains the same report as Tab 1, with a filter that allows the user to drill for particular clients.  | Never run | Web Intelligence Document | montgomery_live:MillaS01 | 0         |
| <input checked="" type="checkbox"/> |  | Hotel Financials by Hotel_Family Size Revised 12.02.06<br>History   Schedule   Modify   Properties<br>The purpose of the report is to provide hotel financial data. The report is to answer the following questions: How many room nights were provided to each client by hotel? What were the total monies spent for each client by hotel? THIS VERSION: Contains TOTAL LOS across multiple bedlist, household counts, and amenities charges. Formula for total cost is: (# of rooms x # of nights)*(Room+Tax+Amenities.) Revised to calculate family size as Number of Adults + Number of Children   | Never run | Web Intelligence Document | montgomery_live:MartiD03 | 0         |
| <input checked="" type="checkbox"/> |  | Hotel Financials by Hotel_Revised-11.04.11<br>History   Schedule   Modify   Properties<br>The purpose of the report is to provide hotel financial data. The report is to answer the following questions: How many room nights were provided to each client by hotel? What were the total monies spent for each client by hotel? THIS VERSION: Contains TOTAL LOS across multiple bedlist, household counts, and amenities charges. Formula for total cost is: (# of rooms x # of nights)*(Room+Tax+Amenities)  | Never run | Web Intelligence Document | montgomery_live:MillaS01 | 0         |
| <input checked="" type="checkbox"/> |  | Hotel Financials Raw Data<br>History   Schedule   Modify   Properties<br>The purpose of the report is to provide all raw hotel financial data for a specific range. The report is to answer ad-hoc County Council and DHHS Management questions, such: How many families? How many children? How many clients were in month "x" and not in month "y"?  | Never run | Web Intelligence Document | montgomery_live:wankel01 | 0         |
| <input checked="" type="checkbox"/> |  | Hotel Invoice Client Lookup<br>History   Schedule   Modify   Properties  | Never run | Web Intelligence Document | montgomery_live:MartiD03 | 0         |

Based on INVOICE NUMBER, this report shows Client ID #, First Name, Last Name, Hotel, Date of Stay, Invoice Number, Room Nights, Number of Adults, Number of Children, Number of Rooms, and Room Rate, Amenities, State Tax, Additional Tax, and Total.

|  |   |   |  |           |                           |                            |   |
|--|---|---|--|-----------|---------------------------|----------------------------|---|
| <input type="checkbox"/>   |    |    | Hotel Voucher Client Lookup                            | Never run | Web Intelligence Document | montgomery_live:MartiD03   | 0 |
| <p>History   Schedule   Modify   Properties<br/>Based on VOUCHER NUMBER, this report shows Client ID #, First Name, Last Name, Hotel, Date of Stay, Invoice Number, Room Nights, Number of Adults, Number of Children, Number of Rooms, and Room Rate, Amenities, State Tax, Additional Tax, and Total.</p>  |   |   |  |           |                           |                            |   |
| <input type="checkbox"/>   |    |    | Housing Stability Assessment Case Management List      | Never run | Web Intelligence Document | montgomery_live:bpburgem01 | 0 |
| <p>History   Schedule   Modify   Properties<br/>The purpose of this report is to list all clients by program filtered by null service with tabs for case managers. This report only reports case manager data using the Housing Stability Assessment.</p>  |   |   |  |           |                           |                            |   |
| <input type="checkbox"/>   |    |    | Housing Stability Assessment Case Workers              | Never run | Web Intelligence Document | montgomery_live:workib     | 0 |
| <p>History   Schedule   Modify   Properties<br/>The purpose of this report is to provide case worker using the Housing Stability Assessment with a list of client who have an expired ROI.</p>   |   |   |  |           |                           |                            |   |
| <input type="checkbox"/>   |    |    | Housing Stability Assessment Raw Data-HOC Version      | Never run | Web Intelligence Document | montgomery_live:bpburgem01 | 0 |
| <p>History   Schedule   Modify   Properties<br/>The report contains the following tabs: Full Housing Stability Assessment Report, Raw Data, Employment, Q1,2,3,4 Rent and Raw Rent Data, Raw Employment Data and Raw Utility Data. The report is prompted by provider. The report is filtered for the Homeless Permanent Housing code. The report prompts for Provider, Quarter of Site Visit and Start Dates of Sub-assessments for Rent and Utilities.</p> |   |   |  |           |                           |                            |   |
| <input type="checkbox"/>   |  |  | Housing Stability Assessment Raw Data-MCCH Version     | Never run | Web Intelligence Document | montgomery_live:bpburgem01 | 0 |
| <p>History   Schedule   Modify   Properties<br/>The report contains the following tabs: Full Housing Stability Assessment Report, Raw Data, Employment, Q1,2,3,4 Rent and Raw Rent Data, Raw Employment Data and Raw Utility Data. The report is prompted by provider. The report is filtered for the Homeless Permanent Housing code. The report prompts for Provider, Quarter of Site Visit and Start Dates of Sub-assessments for Rent and Utilities.</p> |   |   |  |           |                           |                            |   |
| <input type="checkbox"/>   |  |  | Housing Stability Assessment Rent and Utility Payments | Never run | Web Intelligence Document | montgomery_live:bpburgem01 | 0 |
| <p>History   Schedule   Modify   Properties<br/>The report displays rent and utility payment data from the Housing Stability Assessment.</p>   |   |   |  |           |                           |                            |   |

# HIP Reports

| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Title ▲  | Last Run  | Type                      | Owner                    | Instances |
|--------------------------|--------------------------|--------------------------|--|-----------|---------------------------|--------------------------|-----------|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Client Centric Management Report - v10.09.15<br>History   Schedule   Modify   Properties<br>This report, based on Entry Exits, shows the Age, Ethnicity, Primary Race, Living Situation, Gender, Veteran status, Last ZIP, and Disability information. Case notes taken from the Case Plans in ClientPoint are included. It also displays the last caseworker that worked with the client. It is sorted by Client last name, then first name. Totals are available for the demographics and the disabilities. Report is NOT printer friendly. Errors checks for assessments and Service Transactions.  | Never run | Web Intelligence Document | montgomery_live:MillaS01 | 0         |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Entry Exit - Multiple Providers and Entry Exit Duplications Report<br>History   Schedule   Modify   Properties<br>Report MUST be run with multiple Providers for multiple providers error check. Tab 1 looks for clients with null Exits in their Entry Exits. Tab 2 looks for clients with multiple Entry Exits. Tab 3 looks for clients with multiple Entry Exits at multiple Providers within the report range.   | Never run | Web Intelligence Document | montgomery_live:MillaS01 | 0         |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Shortcut to 213 - UDE Completeness - Entry Exit Workflow - v09.12.02(EE Universe)<br>Case# 20125] This ART report is designed to assist administrators in monitoring data completeness by reporting the percentages of null responses and the percentages of refused/unknown responses for ten assessment based HUD Universal Data Elements (UDEs). In calculating these percentages, the report takes into consideration whether each client contained in the analysis is an adult, a child, or an unaccompanied youth since the required data elements for these three client subsets differ from one another. This version of the report is for use by providers using program entries and exits in their work flow. BASED ON RESPONSES FROM ENTRY OF ENTRY EXIT. | Never run | Shortcut                  | montgomery_live:roblec   | 0         |

## HPRP Reports

| <input type="checkbox"/> |  |  | Title  | Last Run  | Type                      | Owner                    | Instances |
|--------------------------|--|--|--|-----------|---------------------------|--------------------------|-----------|
| <input type="checkbox"/> |  |  | 0230 - HPRP Data Quality Part 1<br>- v11.02.23-MCCOC<br>History   Schedule   Modify   Properties<br>This ART report is designed to monitor data quality by locating client data which is missing, incorrect or inconsistent with other data for the same client. This report focuses on locating errors and incongruities specifically related to the HPRP QPR. Eight common data quality issues are identified.   | Never run | Web Intelligence Document | montgomery_live:MillaS01 | 0         |
| <input type="checkbox"/> |  |  | 0231 - HPRP QPR with Client<br>Drill Filter - v.10.06.02<br>History   Schedule   Modify   Properties<br>This report has been created as a tool to assist the user in analyzing or trouble shooting the client related data that is reported in the Homelessness Prevention and Rapid Re-housing Program (HPRP) Quarterly Progress Report (QPR). (ART Gallery Report 610). This Report is identical to the 610 HPRP QPR in all respects except that drill filters have been added that allow the user to isolate individual clients and visually determine where they are being counted in the QPR. Four drill filters have been added to each of the three report sections. These drill filters allow the user to isolate individual clients by their Client Uid, Client Unique Id, Last Name, or First Name. When a Client is selected the screen refreshes and becomes a single client report allowing the user to see the various categories in which the client is being counted.  | Never run | Web Intelligence Document | montgomery_live:MillaS01 | 0         |
| <input type="checkbox"/> |  |  | 0234 HPRP Data Quality Part 2<br>v10.09.08<br>History   Schedule   Modify   Properties<br>This ART report is designed to monitor data quality by locating data which is missing, incorrect or inconsistent with other data for the same client or same household or which otherwise indicates deviations from the proscribed HPRP workflow. Ten common data quality issues: 1. Household members with a different housing status for the same entry 2. Clients with multiple services attached to a single need 3. Clients which have multiple housing status answers within the reporting period 4. Clients with a Service Household ID that does not match their Entry Exit Household ID 5. Clients with multiple program entries on the same day 6. Clients with multiple services with the same start date 7. Clients with multiple entries with multiple heads of household 8. Clients with missing gender or date of birth data 9. Clients with a service starting before their program entry date 10. Clients with multiple services with multiple heads of household | Never run | Web Intelligence Document | montgomery_live:MillaS01 | 0         |
| <input type="checkbox"/> |  |  | 0610 - HPRP QPR - v10.06.02<br>History   Schedule   Modify   Properties<br>This report has been created to facilitate the extraction of data from HMIS for Homeless Prevention and Rapid Re-housing Program (HPRP) reporting. The layout of the report is patterned after the data portion of the Quarterly Progress Report (QPR) so that the extracted data can be easily transferred into the QPR. Tab A of the report contains aggregate client and household service data necessary for the completion of Section 3, and Tab B contains the aggregate exit destination data necessary for the completion of Section 4. User prompts allow the Users to specify the target program(s) and date ranges on which to base the results.   | Never run | Web Intelligence Document | montgomery_live:MillaS01 | 0         |
| <input type="checkbox"/> |  |  | 0613 - HPRP Financial Report -<br>v.11.02.23 -MCCOC<br>History   Schedule   Modify   Properties<br>This report is designed to extract and present the financial assistance data connected with HPRP grants. Expenditures related to client assistance are summarized by: Homeless Assistance vs. Homelessness Prevention; Grant-to date vs. Current quarter; and also by Assistance Type. Detailed information is included sorted in various different ways.   | Never run | Web Intelligence Document | montgomery_live:MillaS01 | 0         |
| <input type="checkbox"/> |  |  | 0615 - HPRP QPR with Client<br>Detail v10.06.02<br>History   Schedule   Modify   Properties<br>This report has been created to augment the HPRP QPR (Gallery Report 610) by providing the client and household detail behind the summary numbers which make up the report. The first portion of this report (Tabs A-C) are the same as report #610 and is patterned after the data portion of the QPR. Four additional tabs have been added to display the related detail: • TAB D- Client Entry Exit Detail • TAB E- Household Entry Exit Detail • TAB F – Client Service Detail • TAB G- Household Service Detail.   | Never run | Web Intelligence Document | montgomery_live:MillaS01 | 0         |
| <input type="checkbox"/> |  |  | HPRP - Case Management Only<br>History   Schedule   Modify   Properties<br>This report displays clients who are only receiving Case Management services and no other HPRP services.  | Never run | Web Intelligence Document | montgomery_live:MillaS01 | 0         |
|                          |  |  | HPRP - Living Situation Prior  | Never run | Web Intelligence Document | montgomery_live:MillaS01 | 0         |

# HPRP Reports

|   |  |  |           |                           |                          |   |
|---|--|--|-----------|---------------------------|--------------------------|---|
| <input type="checkbox"/>  |  | Report   |           | Document                  |                          |   |
| <p>History   Schedule   Modify   Properties<br/>           Checks the Living Situation for clients in HPRP programs. Homeless Assistance = Housing Status of "Literally Homeless". Homeless Prevention = Housing Status of anything else except Don't Know/Refused.</p>   |  |  |           |                           |                          |   |
| <input type="checkbox"/>  |  | HPRP - No Case Management                                | Never run | Web Intelligence Document | montgomery_live:MillaS01 | 0 |
| <p>History   Schedule   Modify   Properties<br/>           This report will show any client who did NOT receive Case Management as a Service during the reporting period.</p>   |  |  |           |                           |                          |   |
| <input type="checkbox"/>  |  | HPRP - Singles and HOH only - Exited Clients             | Never run | Web Intelligence Document | montgomery_live:MillaS01 | 0 |
| <p>History   Schedule   Modify   Properties<br/>           Tab 1 shows the clients and their Entry Exits. Tab 2 shows the clients, their Entry Exits, and every Service they've received. Tab 3 is a summary tab. This report only shows clients who have left and have not returned.</p>   |  |  |           |                           |                          |   |
| <input type="checkbox"/>  |  | HPRP Data Quality - Housing Status Comparison Report     | Never run | Web Intelligence Document | montgomery_live:MillaS01 | 0 |
| <p>History   Schedule   Modify   Properties<br/>           This report checks to see if the Housing Status at Entry is equal or not to the Housing Status at Exit, per section 19 of the HPRP APR.</p>  |  |  |           |                           |                          |   |
| <input type="checkbox"/>  |  | HPRP Data Quality -MC CoC                                | Never run | Web Intelligence Document | montgomery_live:MillaS01 | 0 |
| <p>History   Schedule   Modify   Properties<br/>           This report will look for various data quality issues with HPRP providers which would cause clients to not show/show incorrectly in the various ART HPRP Reports. These include; Housing Status is null, missing Housing Relocation and Stabilization Service selection in Service Transactions, missing Financial Assistance selection in Service Transactions incorrect Service Code for selected HPRP service, incorrect Entry Exit type for HPRP program, Service Provider in Service Transactions does not match Entry Exit Provider, and Fund source is blank or incorrectly selected. This report also validates Service Transaction Start and End Dates to make sure they are in range of the Entry Exit.</p>  |  |  |           |                           |                          |   |
| <input type="checkbox"/>  |  | HPRP Data Quality -MC CoC - User Filter                  | Never run | Web Intelligence Document | montgomery_live:MillaS01 | 0 |
| <p>History   Schedule   Modify   Properties<br/>           This report will look for various data quality issues with HPRP providers which would cause clients to not show/show incorrectly in the various ART HPRP Reports. These include; Housing Status is null, missing Housing Relocation and Stabilization Service selection in Service Transactions, missing Financial Assistance selection in Service Transactions incorrect Service Code for selected HPRP service, incorrect Entry Exit type for HPRP program, Service Provider in Service Transactions does not match Entry Exit Provider, and Fund source is blank or incorrectly selected. This report also validates Service Transaction Start and End Dates to make sure they are in range of the Entry Exit. * This version has a "User Last Updating" prompt filter.</p>   |  |  |           |                           |                          |   |
| <input type="checkbox"/>  |  | HPRP Data Quality Part 2 - MC CoC - User Filter          | Never run | Web Intelligence Document | montgomery_live:MartiD03 | 0 |
| <p>History   Schedule   Modify   Properties<br/>           This ART report is designed to monitor data quality by locating data which is missing, incorrect or inconsistent with other data for the same client or same household or which otherwise indicates deviations from the proscribed HPRP workflow. Ten common data quality issues: 1. Household members with a different housing status for the same entry 2. Clients with multiple services attached to a single need 3. Clients which have multiple housing status answers within the reporting period 4. Clients with a Service Household ID that does not match their Entry Exit Household ID 5. Clients with multiple program entries on the same day 6. Clients with multiple services with the same start date 7. Clients with multiple entries with multiple heads of household 8. Clients with missing gender or date of birth data 9. Clients with a service starting before their program entry date 10. Clients with multiple services with multiple heads of household. This version has a "User Last Updating" prompt filter.</p> |  |  |           |                           |                          |   |
| <input type="checkbox"/>  |  | ZZ_DELETE_HPRP Data Quality Part 2 -MC CoC - User Filter | Never run | Web Intelligence Document | montgomery_live:MartiD03 | 0 |
| <p>History   Schedule   Modify   Properties<br/>           Bad Save As...</p>   |  |  |           |                           |                          |   |

# Provider specific Reports

| <input type="checkbox"/>            | <input type="checkbox"/>            | <input type="checkbox"/> | Title ▲  | Last Run  | Type                      | Owner                      | Instances |
|-------------------------------------|-------------------------------------|--------------------------|--|-----------|---------------------------|----------------------------|-----------|
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Daytime Sign In Sheet and Services<br>History   Schedule   Modify   Properties<br>This report generates names of client's in beds from the previous night and creates a checklist for services provided.           | Never run | Web Intelligence Document | montgomery_live:bpburgem01 | 0         |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Men's Emergency Shelter Daily Sign In<br>History   Schedule   Modify   Properties<br>This report serves as a sign in sheet for the Men's Emergency Shelter. The report is filtered specifically by bed categories. | Never run | Web Intelligence Document | montgomery_live:bpburgem01 | 0         |

## Pulse Reports

| <input type="checkbox"/>   |  |  | Title ▲   | Last Run  | Type                      | Owner                    | Instances |
|--|--|--|---|-----------|---------------------------|--------------------------|-----------|
| <input type="checkbox"/>   |  |  | 0609 - Pulse New Clients - v6                             | Never run | Web Intelligence Document | montgomery_live:roblec   | 0         |
| <p>History   Schedule   Modify   Properties</p> <p>This report has been created to provide the client and household data needed to complete tabs D,E,F and G of the quarterly HUD Pulse Report. This information relates to clients being served in an Emergency Shelter or a Transitional Housing Program for the first time during the reporting quarter. In addition to providing the data needed for Pulse reporting, this report also provides the client and household level detail to assist in documentation and data quality processes. The Pulse definition of NEW client upon which this report is based is as follows: New clients are those who: a) have not received any homeless services during the past 24 month period (the period is the 24 continuous months prior to the initial entry date); and b) began receiving homeless residential services for the first time during the past quarter (the quarter being reported).</p> |  |  |   |           |                           |                          |           |
| <input type="checkbox"/>   |  |  | 0621- Pulse Quarterly PIT- v6                             | Never run | Web Intelligence Document | montgomery_live:roblec   | 0         |
| <p>History   Schedule   Modify   Properties</p> <p>This report has been created to provide the client and household data needed to complete tab C of the quarterly HUD Pulse Report. This information relates to clients being served in an Emergency Shelter or a Transitional Housing Program during the quarterly point in time (PIT) count as compared to the shelter capacity on that day. This report also provides the client and household level detail to assist in documentation and data quality processes.</p>   |  |  |   |           |                           |                          |           |
| <input type="checkbox"/>   |  |  | ZZ_DELETE_0609 - Pulse New Clients - v11.04.13 MAPPED     | Never run | Web Intelligence Document | montgomery_live:MillaS01 | 0         |
| <p>History   Schedule   Modify   Properties</p> <p>This report has been created to provide the client and household data needed to complete tabs D,E,F and G of the quarterly HUD Pulse Report. This information relates to clients being served in an Emergency Shelter or a Transitional Housing Program for the first time during the reporting quarter. In addition to providing the data needed for Pulse reporting, this report also provides the client and household level detail to assist in documentation and data quality processes. The Pulse definition of NEW client upon which this report is based is as follows: New clients are those who: a) have not received any homeless services during the past 15 month period (the period is the 15 continuous months prior to the initial entry date); and b) began receiving homeless residential services for the first time during the past quarter (the quarter being reported).</p> |  |  |   |           |                           |                          |           |
| <input type="checkbox"/>   |  |  | ZZ_DELETE_0609 - Pulse New Clients - v6                   | Never run | Web Intelligence Document | montgomery_live:roblec   | 0         |
| <p>History   Schedule   Modify   Properties</p> <p>This report has been created to provide the client and household data needed to complete tabs D,E,F and G of the quarterly HUD Pulse Report. This information relates to clients being served in an Emergency Shelter or a Transitional Housing Program for the first time during the reporting quarter. In addition to providing the data needed for Pulse reporting, this report also provides the client and household level detail to assist in documentation and data quality processes. The Pulse definition of NEW client upon which this report is based is as follows: New clients are those who: a) have not received any homeless services during the past 24 month period (the period is the 24 continuous months prior to the initial entry date); and b) began receiving homeless residential services for the first time during the past quarter (the quarter being reported).</p> |  |  |   |           |                           |                          |           |
| <input type="checkbox"/>   |  |  | ZZ_DELETE_0621 - Pulse Quarterly PIT - v11.04.25 - MAPPED | Never run | Web Intelligence Document | montgomery_live:MillaS01 | 0         |
| <p>History   Schedule   Modify   Properties</p> <p>This report has been created to provide the client and household data needed to complete tabs B and C of the quarterly HUD Pulse Report. This information relates to clients being served in an Emergency Shelter or a Transitional Housing Program during the quarterly point in time (PIT) count as compared to the shelter capacity on that day. This report also provides the client and household level detail to assist in documentation and data quality processes.</p>  |  |  |   |           |                           |                          |           |

# Special Request Reports

| <input type="checkbox"/> |  |  | Title ▲   | Last Run  | Type                      | Owner                    | Instances |
|--------------------------|--|--|---|-----------|---------------------------|--------------------------|-----------|
| <input type="checkbox"/> |  |  | 16-26 year old Clients - Head of Household and Singles - All Providers<br>History   Schedule   Modify   Properties<br>If age appropriate, Clients are grouped into three age groups: 16-18, 19-21, and 22-26. Household Count - Any head of household between that age range. Inside Household Count - Any family members with those ages. Singles Count - Any individuals not in a household between those ages.   | Never run | Web Intelligence Document | montgomery_live:MillaS01 | 0         |
| <input type="checkbox"/> |  |  | 16-26 year old Clients - Head of Household and Singles - Shelters and Motels only<br>History   Schedule   Modify   Properties<br>If age appropriate, Clients are grouped into three age groups: 16-18, 19-21, and 22-26. Household Count - Any head of household between that age range. Inside Household Count - Any family members with those ages. Singles Count - Any individuals not in a household between those ages.  | Never run | Web Intelligence Document | montgomery_live:MillaS01 | 0         |
| <input type="checkbox"/> |  |  | Age Group Report<br>History   Schedule   Modify   Properties<br>Report counts the number of clients per age range, within a date range and Provider Group. Tab 1 views client ages relevant to program Entry. Tab 2 views client ages relevant to the "Effective Date". Tab 3 is a summary page shows how many clients were at each provider during the report range.   | Never run | Web Intelligence Document | montgomery_live:MillaS01 | 0         |
| <input type="checkbox"/> |  |  | Client Shelter Recidivism Report v03<br>History   Schedule   Modify   Properties<br>Entry Exit Universe Version, based on Entry Exits that contain Shelter stays.   | Never run | Web Intelligence Document | montgomery_live:MillaS01 | 0         |
| <input type="checkbox"/> |  |  | Client Shelter Recidivism Report v04 - FOR FAMILIES<br>History   Schedule   Modify   Properties<br>Client Universe version, based strictly on ShelterPoint.   | Never run | Web Intelligence Document | montgomery_live:MillaS01 | 0         |
| <input type="checkbox"/> |  |  | Client Shelter Recidivism Report v04 - FOR SINGLES<br>History   Schedule   Modify   Properties<br>Client Universe version, based strictly on ShelterPoint.  | Never run | Web Intelligence Document | montgomery_live:MillaS01 | 0         |
| <input type="checkbox"/> |  |  | Client Shelter Recidivism Report v05 - HOH - FAMILIES ONLY<br>History   Schedule   Modify   Properties<br>Client Universe version, based strictly on ShelterPoint. Head of Household Only.  | Never run | Web Intelligence Document | montgomery_live:MillaS01 | 0         |
| <input type="checkbox"/> |  |  | Daily Bed (Individual) - CUSTOM FOR NADIM<br>History   Schedule   Modify   Properties<br>The report generates a report based on the bedlist and provides monthly and total length of stay (LOS) for clients who entered during a specific date range, as well as average monthly and total LOS. Only clients who received a Shelter Stay are included in this report.   | Never run | Web Intelligence Document | montgomery_live:MillaS01 | 0         |
| <input type="checkbox"/> |  |  | Head of Household Disability Counts<br>History   Schedule   Modify   Properties<br>Kim and Sara Report Request - This report counts only the Head of Household, and what disabilities they have. Tab 1 is a count of clients by each disability category. Tab 2 is a client detail tab, showing clients who have a disability in at least one category.   | Never run | Web Intelligence Document | montgomery_live:MillaS01 | 0         |
| <input type="checkbox"/> |  |  | Homeless Service Survey 2010<br>History   Schedule   Modify   Properties<br>This report answers questions 15 and 17 from the Homeless Service Survey for 2010. The results for Questions 9 through 12 and 16 can be taken from the HUD 40118 APR. Question 18 cannot be answered at this time. Question 19 can be taken from the Client Served Report. This report pulls the earliest Entry of each client in the Reporting Period, and assesses their Veteran Status, Homeless Status, and Age at that time. | Never run | Web Intelligence Document | montgomery_live:MillaS01 | 0         |

## Special Request Reports

|  |  |   |           |                           |                          |   |
|--|--|---|-----------|---------------------------|--------------------------|---|
| <input type="checkbox"/>   |  | Homeless Women in Montgomery County       | Never run | Web Intelligence Document | montgomery_live:MillaS01 | 0 |
| History   Schedule   Modify   Properties<br>This report looks for Females, over 18, that are listed as "Is Client Homeless" "Is Client Chronically Homeless" and totals their "Prior Living Situation to Program Entry"  |  |   |           |                           |                          |   |
| <input type="checkbox"/>   |  | Household Count by ZIPCODE                | Never run | Web Intelligence Document | montgomery_live:MillaS01 | 0 |
| History   Schedule   Modify   Properties<br>This report counts the number of Head of Households and Single clients within a particular ZIPCODE. The information pulls from the most recent information in the client profile.  |  |   |           |                           |                          |   |
| <input checked="" type="checkbox"/>  |  | Motel Tracking Report (Motel Update Note) | Never run | Web Intelligence Document | montgomery_live:MartiD03 | 0 |
| History   Schedule   Modify   Properties<br>Based off of Motel Tracking Excel spreadsheet, this report combines ShelterPoint, Entry Exits, Case Worker Worksheets, and Case Plans to capture the most recent information on a clients whereabouts. Shows the most recent Motel Update Casenote.  |  |   |           |                           |                          |   |
| <input type="checkbox"/>   |  | PIT for 16-26 year old clients            | Never run | Web Intelligence Document | montgomery_live:MillaS01 | 0 |
| History   Schedule   Modify   Properties<br>If age appropriate, Clients are grouped into three age groups: 16-18, 19-21, and 22-26. Household Count - Any head of household between that age range. Inside Household Count - Any family members with those ages. Singles Count - Any individuals not in a household between those ages.  |  |   |           |                           |                          |   |
| <input type="checkbox"/>   |  | Pregnant Chronic Single Women             | Never run | Web Intelligence Document | montgomery_live:MillaS01 | 0 |
| History   Schedule   Modify   Properties<br>This report can be used to count the number of women who responded "YES" to Is Client Pregnant and Is Client Chronically Homeless as of their Entry date of the Entry Exit worksheet. Report uses Provider Groups. Note that if a client answers "Yes" to one provider, and "No" to another, they will be counted in two different categories.   |  |   |           |                           |                          |   |
| <input type="checkbox"/>   |  | TB Emergency Report                       | Never run | Web Intelligence Document | montgomery_live:MillaS01 | 0 |
| History   Schedule   Modify   Properties<br>Looking for clients that had prior stay at Men's Emergency and are now at another Provider. Report ran for 11/02/2009 to 01/19/2010. Created for Ellen Brown.  |  |   |           |                           |                          |   |
| <input checked="" type="checkbox"/>  |  | Transition Age Youth Report               | Never run | Web Intelligence Document | montgomery_live:MillaS01 | 0 |
| History   Schedule   Modify   Properties<br>Clients are grouped into three age groups: 16-18, 19-21, and 22-26. They are then counted in two separate categories. One by Household Count - Any head of household/single individual between that age range. Two, inside Household Count - Any family members in a group Entry Exit with those ages. Each age group, sorted by either head of household only or family members, has a table for breakdowns of Gender, Race/Ethnicity, Education, Living Situation Prior to Program Entry, Disabilities, Veteran Status, and Chronic Homeless Status. |  |   |           |                           |                          |   |
| <input type="checkbox"/>   |  | Young Men in Shelters                     | Never run | Web Intelligence Document | montgomery_live:MillaS01 | 0 |
| History   Schedule   Modify   Properties<br>Report looks for counts of men in age groups of 0-25, 14-17, and 18-25. Looks at all Emergency Shelters. Need separate counts for three fiscal years.  |  |   |           |                           |                          |   |

# Standard Reports

| <input type="checkbox"/> | <input type="checkbox"/> | Title  | Last Run  | Type                      | Owner                    | Instances |
|--------------------------|--------------------------|--|-----------|---------------------------|--------------------------|-----------|
| <input type="checkbox"/> | <input type="checkbox"/> | <del>ZZ DELETE</del><br>0216 - Unexited Clients  |           | Web                       |                          |           |
| <input type="checkbox"/> | <input type="checkbox"/> | Exceeding Maximum Length of Stay (Entry Exit version) - v09.03.09<br>History   Schedule   Modify   Properties<br>This report is designed to monitor data quality by insuring that clients in selected program have a timely program exit. The report allows the User the ability to examine the length of stay (los) for all unexited clients in up to five selected programs. The User is also prompted to specify the maximum length of stay for each program enabling the report to flag clients whose los has exceeded the limit. The report also identifies unexited clients with multiple entries.   | Never run | Intelligence Document     | montgomery_live:MillaS01 | 0         |
| <input type="checkbox"/> | <input type="checkbox"/> | <del>ZZ DELETE</del><br>0216 - Unexited Clients  |           | Web                       |                          |           |
| <input type="checkbox"/> | <input type="checkbox"/> | Exceeding Maximum Length of Stay (ShelterPoint Bedlist version) - v09.03.09<br>History   Schedule   Modify   Properties<br>This report is designed to monitor data quality by insuring that clients in selected program have a timely program exit. The report allows the User the ability to examine the length of stay (los) for all unexited clients in up to five selected programs. The User is also prompted to specify the maximum length of stay for each program enabling the report to flag clients whose los has exceeded the limit. The report also identifies unexited clients with multiple entries.   | Never run | Intelligence Document     | montgomery_live:MillaS01 | 0         |
| <input type="checkbox"/> | <input type="checkbox"/> | 0618 PIT Subpopulations (EE) v11.01.11<br>History   Schedule   Modify   Properties<br>Entry Exit Workflow Version. This report is designed to extract Point-In-Time (PIT) count data for the purpose of analyzing the characteristics of the homeless population. This report focuses on the PIT data elements normally included in the annual NOFA application. These include: counts of adults and children within HUD defined household types; client and household counts of various special subpopulations; and clients and households served by program type (HUD defined). The purpose of this report is to aggregate accurate counts in these areas for purposes of reporting to participating agencies, CoCs, HUD and the community at large. FIXED BY BOWMAN:1-25-2011   | Never run | Web Intelligence Document | montgomery_live:MillaS01 | 0         |
| <input type="checkbox"/> | <input type="checkbox"/> | 0630 - Sheltered PIT Counts v11.04.13<br>History   Schedule   Modify   Properties<br>This report has been created to provide the client and household data needed to complete the sheltered portion of the "Homeless Populations" tab and the "Homeless Subpopulation" tab in the 2011 Annual Point-In-Time module of the HUD HDX. This information relates to clients being served in an Emergency Shelter, Transitional Housing, or Safe Haven Program at the time or the annual homeless count. Clients are identified based on their program enrollment (EE) status; their shelter specific service transactions and their ShelterPoint shelter stays. This report also provides the client and household level detail to assist in documentation and data quality processes. The report can be easily modified to consider entry exits only.  | Never run | Web Intelligence Document | montgomery_live:MillaS01 | 0         |
| <input type="checkbox"/> | <input type="checkbox"/> | 1101 - System Growth - Referrals - v09.02.26<br>History   Schedule   Modify   Properties<br>This ART report is designed for Information and Referral ServicePoint implementations to monitor system growth by reporting on the number and types of referrals which have been recorded in the system over a specified period of time. The report contains three tabs/sub-reports which report growth in referral counts by year, by calendar quarter and by month. Each of the three tabs/sub-reports include a bar chart showing referrals added by period, a second bar chart showing the total referrals to-date by time period, and a data table which displays the actual referral counts. Users can easily control the amount of data shown and the corresponding look of the charts by varying users date parametes and by utilizing theten drill filters which allow the user to limit the scope of analysis. | Never run | Web Intelligence Document | montgomery_live:MillaS01 | 0         |
| <input type="checkbox"/> | <input type="checkbox"/> | Benefit and Emergency Shelter Grant (ESG and CDBG) Data<br>History   Schedule   Modify   Properties<br>The purpose of this report is to report out benefit and Emergency Shelter Grant (ESG) data. The report includes clients who have had a shelter service start date between the report prompt dates or who have ended a service   | Never run | Web Intelligence Document | montgomery_live:MillaS01 | 0         |

# Standard Reports

during the prompt dates. It also prompts for the service code (ie homeless permanent supportive housing). The report contains several prompts including income, disability and household type.

|   |  |  |   |           |                           |                          |   |
|---|--|--|---|-----------|---------------------------|--------------------------|---|
| <input type="checkbox"/>  |  |  | Benefit and Emergency Shelter Grant (ESG and CDBG) Data - Prior Entry | Never run | Web Intelligence Document | montgomery_live:MillaS01 | 0 |
| <p>History   Schedule   Modify   Properties</p> <p>The purpose of this report is to report out benefit and Emergency Shelter Grant (ESG) data. The report includes clients who have had a shelter service start date prior and during the report prompt dates or who have ended a service during the prompt dates. It also prompts for the service code (ie homeless permanent supportive housing). The report contains several prompts including income, disability and household type. **This version will count those with an Entry prior to the data range entered in the Report prompts.</p>   |  |  |   |           |                           |                          |   |
| <input type="checkbox"/>  |  |  | Case Manager Report - Total Clients Served                            | Never run | Web Intelligence Document | montgomery_live:MillaS01 | 0 |
| <p>History   Schedule   Modify   Properties</p> <p>This report allows Case Managers to count the number of households they served within a date range, by Case Worker assigned to the Head of Household. It is sorted by the Case Manager's name.</p>   |  |  |   |           |                           |                          |   |
| <input type="checkbox"/>  |  |  | Case Manager Report (Families and Singles)                            | Never run | Web Intelligence Document | montgomery_live:MillaS01 | 0 |
| <p>History   Schedule   Modify   Properties</p> <p>This report will show Caseworkers that are currently open with a client, regardless if the client's Entry/Exit Exit data is null or not. This report works on both Family and Singles Providers. Tab 1 shows Caseworkers with the prompted Provider and their clients. Tab 2 shows for Family Providers only clients with No Caseworker Records ever created. Tab 3 shows for Single Providers only clients with No Caseworker Records ever created. Tab 4 shows all clients most recent and current Case Worker, regardless which provider they are at, sorted by Client Last Name. Tab 5 shows the most recent Caseworker (there are no clients with Caseworkers with no End Dates).</p> |  |  |   |           |                           |                          |   |
| <input type="checkbox"/>  |  |  | Case Manager Report (Families)  | Never run | Web Intelligence Document | montgomery_live:MillaS01 | 0 |
| <p>History   Schedule   Modify   Properties</p> <p>This report will show Caseworkers that are currently open with a client, regardless if the client's Entry/Exit Exit data is null or not. It will only report on clients with household/family information or history, and can not be used for Providers working with Individuals.</p>  |  |  |   |           |                           |                          |   |
| <input type="checkbox"/>  |  |  | Case Plans and Goals Report   | Never run | Web Intelligence Document | montgomery_live:MillaS01 | 0 |
| <p>History   Schedule   Modify   Properties</p> <p>Tab 1 shows multiple clients and each Case Note entry, within a date range. Tab 2 totals the goals for a provider, with separate counts by Classification, Type, Status, and Outcome. Drill Filters on both.</p>   |  |  |   |           |                           |                          |   |
| <input type="checkbox"/>  |  |  | Chronically Homeless Client Report                                    | Never run | Web Intelligence Document | montgomery_live:MillaS01 | 0 |
| <p>History   Schedule   Modify   Properties</p> <p>This report will show clients' response to "Is Client Chronically Homeless". Tab 1 shows the Totals for all responses for all providers in the report. Tab 2 is "Yes" Response. Tab 3 is "No" response. Tab 4 is null responses.</p>   |  |  |   |           |                           |                          |   |
| <input type="checkbox"/>  |  |  | Chronically Homeless Clients SAMHSA Grant Report                      | Never run | Web Intelligence Document | montgomery_live:workib   | 0 |
| <p>History   Schedule   Modify   Properties</p> <p>The purpose of this report is to provide data for the Substance Abuse and Mental Health Services Administration (SAMHSA) grant. The report will filter those clients that have a disability, by the Entry/Exit date. The report will filter those clients that have yes for client is chronically homeless.</p>  |  |  |   |           |                           |                          |   |
| <input checked="" type="checkbox"/>   |  |  | City of Gaithersburg and Rockville                                    | Never run | Web Intelligence Document | montgomery_live:MillaS01 | 0 |
| <p>History   Schedule   Modify   Properties</p>   |  |  |   |           |                           |                          |   |

# Standard Reports

Counts the number of Yes/No responses for "Last Known Address" at either City of Gaithersburg and Rockville. Counts unduplicated client stays in a shelter. Includes LOS Count in Client Tables. Counts clients with no end dates but does not total LOS for them. Prompts for Start Date, End Date, Effect Date, and Provider. ENTRY EXIT QUERY, responses based off Entry. Modified counts to count total LOS, and then only the LOS of the client between the Report date prompts.

|   |  |  |   |           |                                 |                            |   |
|---|--|--|---|-----------|---------------------------------|----------------------------|---|
| <input checked="" type="checkbox"/>   |  |  | City of Gaithersburg and Rockville<br>Report with ZIP Code Count- Non<br>Shelters version | Never run | Web<br>Intelligence<br>Document | montgomery_live:MillaS01   | 0 |
| <p>History   Schedule   Modify   Properties</p> <p>Counts the number of Yes/No responses for "Last Known Address" at either City of Gaithersburg and Rockville. Counts unduplicated client stays in a shelter. Includes LOS Count in Client Tables. Counts clients with no end dates but does not total LOS for them. Prompts for Start Date, End Date, Effect Date, and Provider. ENTRY EXIT QUERY, responses based off Entry. Modified counts to count total LOS, and then only the LOS of the client between the Report date prompts. Also, this version will now count clients who did not stay at a shelter. Two new tabs, "ZIP Code Count" and "Clients in 20877 and 78" count client responses with ZIP codes 20877 and 20878. NOTE: If you are a shelter that is also providing other Service Transactions, all Services will have their date ranges added for the total LOS.</p> |  |  |   |           |                                 |                            |   |
| <input type="checkbox"/>  |  |  | Client Age by Gender Report   | Never run | Web<br>Intelligence<br>Document | montgomery_live:roblec     | 0 |
| <p>History   Schedule   Modify   Properties</p> <p>The purpose of the report is to report the number of clients for a specific provider group (e.g. singles, family, etc.) for a specified date range by gender.</p>  |  |  |   |           |                                 |                            |   |
| <input type="checkbox"/>  |  |  | Client Centric Management<br>Report by Income and Destination<br>Report (Individual)      | Never run | Web<br>Intelligence<br>Document | montgomery_live:roblec     | 0 |
| <p>History   Schedule   Modify   Properties</p> <p>The report generates by client, the client's length of stay, income, and destination. The income reflects changes from entry versus exit (i.e. no change, increase, or decrease). This report does not include non-cash benefits, as non-cash benefits is not income.</p>  |  |  |   |           |                                 |                            |   |
| <input type="checkbox"/>  |  |  | Client Centric Management<br>Report by Income and Destination<br>Report-All Clients       | Never run | Web<br>Intelligence<br>Document | montgomery_live:roblec     | 0 |
| <p>History   Schedule   Modify   Properties</p> <p>The report generates by client, the client's length of stay, income, and destination. The income reflects changes from entry versus exit (i.e. no change, increase, or decrease). This report does not include non-cash benefits, as non-cash benefits is not income. This report reflects all clients (entered and exited) a program.</p>   |  |  |   |           |                                 |                            |   |
| <input type="checkbox"/>  |  |  | Client Incarceration Report   | Never run | Web<br>Intelligence<br>Document | montgomery_live:MillaS01   | 0 |
| <p>History   Schedule   Modify   Properties</p> <p>This report produces an unduplicated count of all client responses to the "Ever Incarcerated?" field for a Provider using an Entry/Exit date range. It has separate totals for Clients who only entered during the date range and clients who were present during the date range regardless of Entry date. Separate Reports included show individual client responses to "Ever Incarcerated?". Sorted by Client Last Name.</p>   |  |  |   |           |                                 |                            |   |
| <input type="checkbox"/>  |  |  | Client Infraction Report  | Never run | Web<br>Intelligence<br>Document | montgomery_live:MillaS01   | 0 |
| <p>History   Schedule   Modify   Properties</p> <p>Shows past and current clients with infractions within the prompted date range. Displays all fields from Infractions screen. Prompt for Entry/Exit Provider and Entry/Exit Dates. Sorted by Last Name then First Name.</p>   |  |  |   |           |                                 |                            |   |
| <input type="checkbox"/>  |  |  | Client Recidivism   | Never run | Web<br>Intelligence<br>Document | montgomery_live:bpburgem01 | 0 |
| <p>History   Schedule   Modify   Properties</p> <p>This report provides the client's recidivism by reporting the number of shelter stays and length of stay for each client.</p>  |  |  |   |           |                                 |                            |   |
|   |  |  | Client Served Report - Entry Exit   | Never run | Web<br>Intelligence             | montgomery_live:MillaS01   | 0 |

# Standard Reports

|   |  |  |   |           |                           |                            |
|---|--|--|---|-----------|---------------------------|----------------------------|
| <input type="checkbox"/>  |  |  | Version - v10.03.01   | Document  |                           |                            |
| <p>History   Schedule   Modify   Properties</p> <p>This report mimics the Client Served Report, except it also pulls "null" end date Services that have start dates outside of the report range. This means the report pulls clients like they were in a bed; no end date means they are currently receiving the service. The report requires both Service Transactions and Entry Exits. The Services must fall on or after the Entry of the Entry Exit. Any Service during the reporting range is reported. Tabs included in the report are: Summary Page, Demographics, Service Details, Shelter Details, Client Name Only, Household Information, and a tab for Possible Errors involving missing Services.</p>                                  |  |  |   |           |                           |                            |
| <input type="checkbox"/>  |  |  | Client Served Report - Total Clients and Services Count         | Never run | Web Intelligence Document | montgomery_live:MillaS01 0 |
| <p>History   Schedule   Modify   Properties</p> <p>This report duplicates the Client Served report in ServicePoint. This report is intended to be used strictly as a means of collecting all of the clients served into a format compatible with Excel. The total comes from the section "Client Served", the column "Total", and row "C: Total (A+B)". Tab 1 is for "Services Provided other than Shelter" totals. Tab 2 is for "Shelter Stays only" totals. It is sorted by Last Name, First Name, Client Uid, and Service Provide Provider. Tab 3 and Tab 4 are breakdowns, displaying all the clients and the services they received. They are sorted by the Service that was Provided. There are no family or demographics in this report.</p> |  |  |   |           |                           |                            |
| <input type="checkbox"/>  |  |  | Client's Living Situation Prior to Program Entry                | Never run | Web Intelligence Document | montgomery_live:roblec 0   |
| <p>History   Schedule   Modify   Properties</p> <p>This report reflects client's living situatoin prior to program entry. This report, for example, can report clients recently discharged from a criminal facility. The report can be filtered by the entry date and by provider.</p>  |  |  |   |           |                           |                            |
| <input type="checkbox"/>  |  |  | Cumulative Length of Stay                                       | Never run | Web Intelligence Document | montgomery_live:MartiD03 0 |
| <p>History   Schedule   Modify   Properties</p> <p>Sums lengths of stay per client from all instances of shelter services. Ranks lengths of stay into categories: 0-14, 15-44, 45-89, &gt;90.</p>   |  |  |   |           |                           |                            |
| <input type="checkbox"/>  |  |  | Daily Bed (Individual)  | Never run | Web Intelligence Document | montgomery_live:roblec 0   |
| <p>History   Schedule   Modify   Properties</p> <p>The report generates a report based on the bedlist and provides monthly and total length of stay (LOS) for clients who entered during a specific date range, as well as average monthly and total LOS. Only clients who received a Shelter Stay are included in this report.</p>   |  |  |   |           |                           |                            |
| <input type="checkbox"/>  |  |  | Daily Bed Family (Entry) - Head of Household and Family Members | Never run | Web Intelligence Document | montgomery_live:roblec 0   |
| <p>History   Schedule   Modify   Properties</p> <p>The report generates a report based on the bedlist and provides monthly and total length of stay (LOS) for clients who entered during a specific date range, as well as average monthly and total LOS. Only clients who received a Shelter Stay are included in this report and this report only includes the Head of Household in a family.</p>   |  |  |   |           |                           |                            |
| <input type="checkbox"/>  |  |  | Daily Bed Family (Entry) - Head of Household Only               | Never run | Web Intelligence Document | montgomery_live:MillaS01 0 |
| <p>History   Schedule   Modify   Properties</p> <p>The report generates a report based on the bedlist and provides monthly and total length of stay (LOS) for clients who entered during a specific date range, as well as average monthly and total LOS. Only clients who received a Shelter Stay are included in this report and this report only includes the Head of Household in a family.</p>   |  |  |   |           |                           |                            |
| <input type="checkbox"/>  |  |  | Daily Bed Family (Exit) - Head of Household and Family Members  | Never run | Web Intelligence Document | montgomery_live:roblec 0   |
| <p>History   Schedule   Modify   Properties</p> <p>The report generates a report based on the bedlist and provides monthly and total length of stay (LOS) for clients who exited during a specific date range, as well as average monthly and total LOS. Only clients who</p>   |  |  |   |           |                           |                            |

# Standard Reports

received a Shelter Stay are included in this report and this report only includes the Head of Household in a family.

---

|   |  |  |  |           |                           |                          |   |
|---|--|--|--|-----------|---------------------------|--------------------------|---|
| <input type="checkbox"/>  |  |  | Daily Bed Family (Exit) - Head of Household Only | Never run | Web Intelligence Document | montgomery_live:MillaS01 | 0 |
|   |  |  | History   Schedule   Modify   Properties         |           |                           |                          |   |
| The report generates a report based on the bedlist and provides monthly and total length of stay (LOS) for clients who exited during a specific date range, as well as average monthly and total LOS. Only clients who received a Shelter Stay are included in this report and this report only includes the Head of Household in a family. |  |  |  |           |                           |                          |   |

---