

Safe Harbors Homeless Management Information System (HMIS)

Tips to Improve your Data Quality

Tip #10: Race

Race is a HUD universal data element on the Household Statistics page in HMIS (see screenshot #1 below). This information is also captured in the program snapshot (see screenshot #2 below). Please ensure that this data is accurate in Central Intake before enrolling a client into your program. If race data needs to be modified it must be corrected in Central Intake and in the program snapshot.

Race should always be **self identified** by the client being served. Clients may self identify more than one race. Agency staff observations **should not** be used to enter a client's race information.

Central Intake → Household Statistics

Household Members

Consent Refused

Consent: Organization, Status: Alive

SSN/Code: [Redacted], Refused, HOH: , Age: 10

First Name: [Redacted], Middle Name: [Redacted], Last Name: [Redacted], Suffix: [Redacted], Gender: Refused

DOB/Code: 01/01/2001, Refused

Relation: Child, Disabled: No, Veteran: No

Marital Status: [Redacted], Education Level: No Schooling Complet

Ethnicity: Non-Hispanic, Identifier: 1234567890

1st Language: [Redacted], 2nd Language: [Redacted]

Housing: Literally homeless

Race [Choose As Many As Apply]

Native Hawaiian/Pacific Islander American Indian/Alaska Native Asian Black/African-American White Don't Know Refused

Income in the last 30 days

Income Source: No Financial Resources, Stated Income: 0.00

IncomeSource	StatedIncome	Int
No Financial Res	0.00	

Client Services Search → Program Entry → Edit Snapshot → Demographics

HMIS - [STAAgencyAdmin]

Edit Snapshot

Consent Refused

First Name: [Redacted], Middle: [Redacted], Last Name: [Redacted], Suffix: [Redacted]

SSN/Code: [Redacted], Refused, Identifier: 1234567890

DOB/Code: 01/01/2001, Refused, Birth Year: [Redacted], Gender: Refused

Relation: Child, Disabled: No, Veteran: No

Marital Status: [Redacted], Education Level: No Schooling Comple

Ethnicity: Non-Hispanic

1st Language: [Redacted], 2nd Language: [Redacted]

Residency Status: Citizen

Address: Seattle WA 98104

Race [Choose As Many As Apply]

Native Hawaiian/Pacific Islander American Indian/Alaska Native Asian Black/African-American White Don't Know Refused

Housing: Literally homeless

Head of HH

Head of Household

Buttons: Save, Prev Address, Prev, Next, Close

Here are HUD's definitions for their race categories in HMIS:

- **American Indian or Alaska Native** - a person having origins in any of the original peoples of North and South America, including Central America, **and** who maintains tribal affiliation or community attachment.
- **Asian** - a person having origins in any of the original peoples of the Far East, Southeast Asia or the Indian subcontinent, including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand and Vietnam.
- **Black or African American** - a person having origins in any of the black racial groups of Africa or Haiti.
- **Native Hawaiian or Other Pacific Islander** - a person having origins in any of the original people of Hawaii, Guam, Samoa, or other Pacific Islands.
- **White** - a person having origins in any of the original peoples of Europe, the Middle East, or North Africa.
- **Don't know** – client does not know their race.
- **Refused** – client refuses to provide their race information.

Safe Harbors sends Data Quality Tips to our users on a regular basis to improve data across the system. Data Quality Tips are archived at:

<http://www.safeharbors.org/tips.html>.

For questions about this Data Quality Tip contact the Safe Harbors Help Desk, 206-386-0030, SafeHarborsHMISHelp@Seattle.gov