

Referral and VI-SPDAT Guidance

All clients entering ES, TH, RRH, and PSH need a referral in HMIS

Referral

To be compliant with our Ohio BoSCoC Coordinated Entry (CE) process, all clients enrolled in ES, TH, RRH, or PSH program in HMIS first need a referral documented in HMIS.

- Clients entering ES need a referral in HMIS from an AP or PATH program.
- Clients entering TH need a referral in HMIS from an AP, PATH, or ES program.
- Clients entering RRH need a referral in HMIS from an AP, PATH, or ES program.
- Clients entering PSH need a referral in HMIS from an AP, PATH, ES, or RRH program.

In general, referrals are made to the appropriate Community Queue, not directly to a program or organization. More details are below.

Assessment

All referrals in Clarity are initiated from an assessment:

1. Referral to Shelter Assessment
2. Veteran Referral without VI-SPDAT Assessment
3. VI-SPDAT assessment
 - a. COHHIO VI-SPDAT V3 Single Adults
 - b. COHHIO VI-F-SPDAT V3 Families
 - c. COHHIO TAY-VI-SPDAT V2 Youth

Community Queue

When an assessment is completed, an option appears to toggle on the appropriate queue:

1. BoSCoC Shelter Queue
2. BoSCoC Permanent and Transitional Housing Queue
3. MCHCoC Shelter Queue
4. MCHCoC Permanent and Transitional Housing Queue

Provider Reassignment

Clients on the shelter queue should be reassigned to the enrolling shelter program as quickly as possible.

Clients on the Permanent and Transitional Housing Queues need to be prioritized before they are reassigned to the program in which they will be enrolling.

Once a program placement has been identified, the client needs to be reassigned from the queue to that program. Reassignment to another provider should always be accompanied by an email in the Clarity system and/or a phone call.

Referrals are closed when the client is enrolled in the program to which they were reassigned.

When to complete a VI-SPDAT

When the client does not have an existing VI-SPDAT within the past year:

1. Assess the client immediately if
 - a. They have been homeless before, or
 - b. They are unsheltered, or
 - c. They have needs precluding a shelter stay.
2. Assess the client within 5-7 days if this is their first episode of homelessness.

Youth providers complete assessments as outlined in their Coordinated Entry Plans, usually with 24 hours.

Referring a client from RRH to PSH

Clients moving from RRH to PSH do not need to be reassessed with the VI-SPDAT.

These clients retain their homelessness status for PSH but the RRH stay does not count towards chronicity.

Referring from an existing assessment

To make a referral from an existing assessment, click eligibility to the right of the assessment under the assessments menu in the client record.

Technical Assistance Resources

Coordinated Entry

<https://cohhio.org/boscoc/coordinated-entry/>

HMIS

<https://cohhio.org/boscoc/hmis/>

CoC Help Desk

ohioboscoc@cohhio.org

HMIS Help Desk

hmis@cohhio.org