

Point In Time Count - Example 1 - Everything's Correct

Persons in Households with at least one Adult and one Child

	Total
Number of Households	1
Number of Persons (Adults and Children)	5
Number of Persons (Under Age 18)	1
Number of Persons (Age 18-24)	2
Number of Persons (Over Age 24)	2

In this example, we have 3 different households (designated by the three different HH Group IDs).

The first household has one client, who is an adult. Since this is an RRH/PSH/OPH project, their move-in date is the same as their start date, and so they're counted. If this was an ES/TH/SH project, then the move-in date would not matter.

Persons in Households without Children

	Total
Number of Households	2
Number of Persons (Adults)	3
Number of Persons (Age 18-24)	1
Number of Persons (Over Age 24)	2

The second household has 2 adults, and they're all counted in the households without children. One of these clients is counted in the 18-24 age bracket, the other is counted in the Over 24 age bracket.

Persons in Households with Only Children

	Total
Number of Households	0
Total Number of One-Child Households	0
Total Number of Multi-Child Households	0
Number of Children in Multi-Child Households	0

Thus we have a total of 2 households in households without children, with 3 people in those households. 1 client is aged 18-24 and 2 are over age 24.

The third household has adults and children under the age of 18, and since all of them have move-in dates, they're counted in the adult-child households. Thus we have 1 household in households with at least one adult and one child, with a total of 5 people, 1 under 18, 2 18-24, and 2 over 24.

HH Group 127	Client Id 254	Age	Gender	Entry Exit Provider Id	Start	End	Trans Type	Prog Type	Grant Type	Move-in Date	FYSB Youth	2. Number of Persons (Adults) (RRH)	1. Number of Persons (Adults and Children) (RRH)
1	1	54	Man (Boy, if child)	Fake Project	5/18/2001	n/a	EE		HUD CoC	5/18/2001		1	
2	2	62	Woman (Girl, if child)	Fake Project	6/24/1998	n/a	EE		HUD CoC	6/24/1998		1	
	3	22	Man (Boy, if child)	Fake Project	6/24/1998	n/a	EE		HUD CoC	6/24/1998		1	
3	4	42	Woman (Girl, if child)	Fake Project	3/1/2012	n/a	EE		HUD CoC	3/1/2012			1
	5	45	Man (Boy, if child)	Fake Project	3/1/2012	n/a	EE		HUD CoC	3/1/2012			1
	6	23	Woman (Girl, if child)	Fake Project	3/1/2012	n/a	EE		HUD CoC	3/1/2012			1
	7	20	Woman (Girl, if child)	Fake Project	3/1/2012	n/a	EE		HUD CoC	3/1/2012			1
	8	14	Woman (Girl, if child)	Fake Project	3/1/2012	n/a	EE		HUD CoC	3/1/2012			1

Point In Time Count - Example 2 - Client not being counted; system identifies as duplicate

Persons in Households with at least one Adult and one Child

Number of Households
 Number of Persons (Adults and Children)
 Number of Persons (Under Age 18)
 Number of Persons (Age 18-24)
 Number of Persons (Over Age 24)

Total
2
6
4
0
2

In this submission, the second enrollment for Client 4 is not being counted. You can tell this because a) they're not bolded, and b) they do not have a '1' in the column "Number of Persons (Adults and Children)", when the rest of their household is.

In this case, the second enrollment for Client 4 isn't counted because they've been doubly enrolled; this is a duplicate enrollment, and we don't want to double-count anyone. To correct this, you will want to delete the client's duplicate enrollment in their record.

Persons in Households without Children

Number of Households
 Number of Persons (Adults)
 Number of Persons (Age 18-24)
 Number of Persons (Over Age 24)

Total
0
0
0
0

Sometimes, as with Client 7, there isn't a duplicate enrollment, and a client is just not being counted. This is a rare situation, but it occurs occasionally. In these instances, since everything else with this client's enrollment is correct, the system is wrongfully identifying the client as 'the same person' as another client. In this case, the system is identifying Client 7 and Client 6 as the same person, and saying 'oh no, there's a duplicate enrollment'. This happens mostly with twins who share similar first names (i.e; Zack and Jack).

Persons in Households with Only Children

Number of Households
 Total Number of One-Child Households
 Total Number of Multi-Child Households
 Number of Children in Multi-Child Households

Total
0
0
0
0

In the case of Client 7, you can't fix the client's record. Please alert the ICA team about this client, and we will manually adjust the final report to account for this client.

HH Group 127	Client Id 254	Age	Gender	Entry Exit Provider Id	Start	End	Trans Type	Prog Type	Grant Type	Move-in Date	FYSB Youth	2. Number of Persons (Adults) (RRH)	1. Number of Persons (Adults and Children) (RRH)
1	1	36	Woman (Girl, if child)	Fake Project	12/7/2020	n/a	EE		HUD CoC	1/11/2021			1
	2	13	Man (Boy, if child)	Fake Project	12/7/2020	n/a	EE		HUD CoC	1/11/2021			1
	3	7	Woman (Girl, if child)	Fake Project	12/7/2020	n/a	EE		HUD CoC	1/11/2021			1
	4	7	Woman (Girl, if child)	Fake Project	12/7/2020	n/a	EE		HUD CoC	1/11/2021			1
	4	7	Woman (Girl, if child)	Fake Project	12/7/2020	n/a	EE		HUD CoC	1/11/2021			
2	5	40	Man (Boy, if child)	Fake Project	1/1/2024	n/a	EE		HUD CoC	1/1/2024			1
	6	10	Man (Boy, if child)	Fake Project	1/1/2024	n/a	EE		HUD CoC	1/1/2024			1
	7	10	Man (Boy, if child)	Fake Project	1/1/2024	n/a	EE		HUD CoC	1/1/2024			

Point In Time Count - Example 3 - Child Only Households

Persons in Households with at least one Adult and one Child

	Total
Number of Households	2
Number of Persons (Adults and Children)	5
Number of Persons (Under Age 18)	2
Number of Persons (Age 18-24)	1
Number of Persons (Over Age 24)	2

Persons in Households without Children

	Total
Number of Households	0
Number of Persons (Adults)	0
Number of Persons (Age 18-24)	0
Number of Persons (Over Age 24)	0

Persons in Households with Only Children

	Total
Number of Households	1
Total Number of One-Child Households	0
Total Number of Multi-Child Households	1
Number of Children in Multi-Child Households	2

In this example, Clients 1 and 2 are in a child-only household. Since this is NOT a RHY project, this is very likely to be a data error. The most likely explanation is that the adult in the household was exited, and the kiddos were not.

To correct this, you will want to go back and exit the kiddos from this enrollment.

HH Group 127	Client Id 254	Age	Gender	Entry Exit Provider Id	Start	End	Trans Type	Prog Type	Grant Type	Move-in Date	FYSB Youth	2. Number of Persons (Adults) (RRH)	1. Number of Persons (Adults and Children) (RRH)
1	1	10	Woman (Girl, if child)	Fake Project	1/4/2021	n/a	EE		HUD CoC	1/8/2021			
	2	5	Woman (Girl, if child)	Fake Project	1/4/2021	n/a	EE		HUD CoC	1/8/2022			
2	3	39	Woman (Girl, if child)	Fake Project	1/8/2021	n/a	EE		HUD CoC	1/11/2021			1
	4	2	Man (Boy, if child)	Fake Project	3/17/2021	n/a	EE		HUD CoC	3/17/2021			1
3	5	22	Man (Boy, if child)	Fake Project	8/7/2020	n/a	EE		HUD CoC	8/8/2020			1
	6	48	Woman (Girl, if child)	Fake Project	8/7/2020	n/a	EE		HUD CoC	9/30/2021			1
	7	10	Woman (Girl, if child)	Fake Project	8/7/2020	n/a	EE		HUD CoC	8/8/2020			1

Point In Time Count - Example 4 - RRH/PSH/OPH Projects - Move-in Date Prior to Start Date

Persons in Households with at least one Adult and one Child

	Total
Number of Households	1
Number of Persons (Adults and Children)	4
Number of Persons (Under Age 18)	3
Number of Persons (Age 18-24)	0
Number of Persons (Over Age 24)	4

In this example, clients 2 and 6 are not counted because their move-in dates are prior to the project start date. For client 2, their move-in date is 5/1/22 while their start date is 5/30/22. For client 6, their move-in date is 1/1/20 while their start date is 11/3/22.

Persons in Households without Children

	Total
Number of Households	1
Number of Persons (Adults)	1
Number of Persons (Age 18-24)	0
Number of Persons (Over Age 24)	1

This error is usually due to a prior move-in date cascading into a new enrollment, but is also sometimes due to a typo.

Persons in Households with Only Children

	Total
Number of Households	0
Total Number of One-Child Households	0
Total Number of Multi-Child Households	0
Number of Children in Multi-Child Households	0

To fix these, you will want to go into either the client's entry assessment to delete the move-in date on that assessment, or to go into the client's interim review and make any corrections needed there (sometimes both!)

HH Group 127	Client Id 254	Age	Gender	Entry Exit Provider Id	Start	End	Trans Type	Prog Type	Grant Type	Move-in Date	FYSB Youth	2. Number of Persons (Adults) (RRH)	1. Number of Persons (Adults and Children) (RRH)
1	1	38	Man (Boy, if child)	Fake Project	5/30/2022	n/a	EE		HUD CoC	6/21/2022			1
	2	25	Woman (Girl, if child)	Fake Project	5/30/2022	n/a	EE		HUD CoC	5/1/2022			
	3	7	Woman (Girl, if child)	Fake Project	5/30/2022	n/a	EE		HUD CoC	6/21/2022			1
	4	1	Woman (Girl, if child)	Fake Project	5/30/2022	n/a	EE		HUD CoC	6/21/2022			1
	5	2	Man (Boy, if child)	Fake Project	11/2/2023	n/a	EE		HUD CoC	6/21/2022			1
2	6	50	Man (Boy, if child)	Fake Project	11/3/2022	n/a	EE		HUD CoC	1/21/2020			
	7	40	Woman (Girl, if child)	Fake Project	11/3/2022	n/a	EE		HUD CoC	11/4/2022		1	

Point In Time Count - Example 5 - RRH/PSH/OPH Projects - No Move-in Date

Persons in Households with at least one Adult and one Child	Total
Number of Households	1
Number of Persons (Adults and Children)	1
Number of Persons (Under Age 18)	0
Number of Persons (Age 18-24)	0
Number of Persons (Over Age 24)	1

In this example, only one client has a move-in date. Household 1 has not yet moved into housing by the time of the PIT count, and so it's okay that they don't have move-in dates, since they should NOT be counted.

Persons in Households without Children	Total
Number of Households	0
Number of Persons (Adults)	0
Number of Persons (Age 18-24)	0
Number of Persons (Over Age 24)	0

Household 2, on the other hand, only Client 5 has a move-in date, and thus only Client 5 is recorded. This is occasionally correct, but in a majority of situations it's a data error.

Persons in Households with Only Children	Total
Number of Households	0
Total Number of One-Child Households	0
Total Number of Multi-Child Households	0
Number of Children in Multi-Child Households	0

To correct this data error, go into the clients' interim reviews that don't have move-in dates and add move-in dates.

HH Group 127	Client Id 254	Age	Gender	Entry Exit Provider Id	Start	End	Trans Type	Prog Type	Grant Type	Move-in Date	FYSB Youth	2. Number of Persons (Adults) (RRH)	1. Number of Persons (Adults and Children) (RRH)
1	1	5	Woman (Girl, if child)	Fake Project	1/1/2024	n/a	EE		HUD CoC				
	2	3	Woman (Girl, if child)	Fake Project	1/1/2024	n/a	EE		HUD CoC				
	3	45	Man (Boy, if child)	Fake Project	1/1/2024	n/a	EE		HUD CoC				
	4	0	Woman (Girl, if child)	Fake Project	1/1/2024	n/a	EE		HUD CoC				
2	5	36	Woman (Girl, if child)	Fake Project	9/1/2023	n/a	EE		HUD CoC	10/1/2023			1
	6	14	Woman (Girl, if child)	Fake Project	9/1/2023	n/a	EE		HUD CoC				
	7	46	Man (Boy, if child)	Fake Project	9/1/2023	n/a	EE		HUD CoC				
	8	7	Man (Boy, if child)	Fake Project	9/1/2023	n/a	EE		HUD CoC				
	9	6	Man (Boy, if child)	Fake Project	9/1/2023	n/a	EE		HUD CoC				