

## Universal Data Elements

**Name - Subjects:** All clients served.

**Social Security Number (SSN) - Subjects:** All clients served.

**Date of Birth (DOB) - Subjects:** All clients served.

**Ethnicity and Race - Subjects:** All clients served.

**Gender - Subjects:** All clients served.

**Veteran Status - Subjects:** All adults served.

**Disabling Condition - Subjects:** All adults served.

**Residence Prior to Program Entry - Subjects:** All adults and unaccompanied youth served.

In two separate fields record the type of living arrangement the night before entry into the program and the length of time the client spent in that living arrangement.

**Zip Code of Last Permanent Address - Subjects:** All adults and unaccompanied youth served.

**Program Entry Date - Subjects:** All clients served.

**Program Exit Date - Subjects:** All clients served.

## Program Specific Data Elements

**Income and Sources - Subjects:** All clients served.

**Non-Cash Benefits - Subjects:** All adults and unaccompanied youth served.

*If a client has a disability of long duration, the appropriate disability information highlighted in yellow below must be completed.*

**Physical Disability - Subjects:** All clients served.

**Developmental Disability - Subjects:** All clients served.

**HIV/AIDS - Subjects:** All adults and unaccompanied youth served.

**Mental Health - Subjects:** All adults and unaccompanied youth served.

In separate fields, record:

- If the client has a mental health problem;

- Whether the problem is expected to be of long-continued and indefinite duration, and substantially impedes a client's ability to live independently; and
- A mental health problem may include serious depression, serious anxiety, hallucinations, violent behavior, or thoughts of suicide.

**Substance Abuse - Subjects: All adults and unaccompanied youth served.**

In separate fields, record:

- If the client has an alcohol or drug abuse problem, or both.
- Whether the problem is expected to be of long-continued and indefinite duration, and substantially impedes a client's ability to live independently.

**Domestic Violence - Subjects: All adults and unaccompanied youth served.**

In separate fields, record:

- If the client has ever been a victim of domestic violence, and if so,
- How long ago did the client have the most recent experience.

**Services Received - Subjects: All clients served.**

**Destination - Subjects: All clients served.**

Record in three separate fields:

1. Where the client will be staying after they leave the program;
2. If this move is permanent or transitional (i.e., temporary); and
3. Does the move involve a HUD subsidy or other subsidy.

**Reason for Leaving - Subjects: All clients served.**

**Employment - Subjects: All adults and unaccompanied youth served.**

1. If client is currently employed;
2. How many hours client worked;
3. If work is permanent, temporary, or seasonal; and
4. If client is looking for work.

**Education - Subjects: All adults and unaccompanied youth served**

1. If client is currently in school;
2. Whether clients has received training or vocational certificates;
3. The highest level of schooling client has achieved; and
4. Additional higher degrees. (Allow multiple degrees)

**General Health Status - Subjects: All clients served.**

**Pregnancy Status - Subjects: All females of child-bearing age**

- Whether client is pregnant, and if so;
- The client's due date.

**Veteran's Information - Subjects: All person who answered "Yes" to Veteran Status question**

In separate fields determine:

1. Military service era;
2. Number of months on active duty;
3. Whether client served in war zone;
4. Name of war zone (multiple allowed);
5. Months served in war zone;
6. Whether client received hostile or friendly fire;
7. Branch of military (multiple allowed); and
8. Discharge type.

**Children's Education - Subjects: All children between 5 and 17 years old**

For each child, determine in separate fields

1. Whether child is in school;
2. Name of school;
3. Type of school;
4. Date last enrolled in school, if not currently enrolled; and
5. Problems enrolling child in school (multiple allowed).