

## 99—Refused

## 3.13 Services Received

*Rationale:* To determine the services provided during a program stay and their outcomes. Some funders may want information on service receipt as a performance measure, and service receipt may also be useful to CoCs to identify service gaps.

*Data Collection Methods:* Recorded by staff.

*When Data are Collected:* At or immediately after an assessment interview, at appropriate points during the program stay, and at program exit. Needed to complete Annual Progress Reports for certain HUD McKinney-Vento Act programs.

*Subjects:* All adults and children served.

*APR-Required Response Categories:*

*For each service encounter, the following information should be recorded:*

## 1. Date of Service

\_\_\_\_/\_\_\_\_/\_\_\_\_ (example: 01/31/  
2002)(Month) (Day) (Year)

## 2. Encounter Type

1—Referral

2—Service Provided

## 3. Type of Service Provided

Use service codes from: A Taxonomy of Human Services: A Conceptual Framework with Standardized Terminology and Definitions for the Field, 1994.

*Special Issues:* The Taxonomy is a classification system for human services that has been adopted by information and referral programs, libraries, crisis lines, and other programs throughout the United States. It features a five-level hierarchical structure that contains 4,300 terms that are organized into 10 basic service categories and a separate target group section. The Taxonomy provides a common language for human services, ensuring that people have common terminology for naming services, agreements regarding definitions for what a service involves, and a common way of organizing service concepts. The taxonomy is co-published by the Alliance of Information and Referral Systems (AIRS) and INFO LINE of Los Angeles. For more information visit <http://www.airs.org>.

## 3.14 Destination

*Rationale:* Destination is an important outcome measure.

*Data Collection Method:* Interview or self-administered form.

*When Data are Collected:* At program exit. Needed to complete Annual

Progress Reports for certain HUD McKinney-Vento Act programs.

*Subjects:* All adults and children served by the program.

*Recommended Questions and APR-Required Response Categories:*

Q: "After you leave this program, where will you be living?"

1—Emergency shelter

2—Transitional housing for homeless persons

3—Permanent housing for formerly homeless persons

4—Psychiatric facility

5—Substance abuse treatment facility

6—Hospital

7—Jail

8—Prison

9—Hotel or motel

10—Foster care home

11—Own room, apartment, or house

12—Living with someone else (family and friends)

13—A car or other vehicle

14—An abandoned building

15—At a transportation site (bus station, airport, subway station, etc.)

16—Anywhere outside (streets, parks, campgrounds, cardboard boxes, etc.)

17—Other

88—Don't know

99—Refused

Q: "Is this move permanent (more than 90 days) or temporary?"

1—Permanent

2—Temporary

88—Don't know

99—Refused

Q: [For staff only]: Did your agency provide assistance for this move?

0—No

1—Yes

88—Don't know

*Special Issues:* Programs may choose to ask additional questions such as the reason for the client's departure, or whether upon leaving the program the client will be reuniting with other family members who have not been with them during the program stay.

## 3.15 Follow-Up After Program Exit

*Rationale:* Follow-up after program exit provides for important outcome measurements.

*Data Collection Method:* Interview or self-administered form.

*When Data are Collected:* Timing of follow-up is at the discretion of the local program. Needed to complete Annual Progress Reports for certain HUD McKinney-Vento Act programs.

*Subjects:* All adults served by the program.

*Questions and Response Categories:* Obtain follow-up information on six data elements previously described in this notice:

- 3.1 Income and Sources
- 3.2 Non-Cash Benefits
- 3.10 Education
- 3.11 Employment

The system should provide for changes in household composition at the time of the follow-up data collection—in particular, for dropping individuals from the household record or recording the addition of adults or children to the household. Changes in household composition can lead to changes in several of the required follow-up data elements, particularly a household's income and types of income sources.

*Read names of members of household at exit and then ask:*

Q: "Are they all living with you now?"

0—No

1—Yes

88—Don't know

98—Not applicable

99—Refused

*If not all living with person, ask:*

Q: "Who is not?" (list all separately)

(example: John David Doe, Jr.)

88—Don't know

99—Refused

Q: "Does anyone else live with you now?"

0—No

1—Yes

88—Don't know

99—Refused

*If there are additional members, ask:*

Q: "How many new additional adults?"

Q: "How many new additional children?"

*Staff:* For each time a follow-up interview occurs, when did the interview happen?

\_\_\_\_/\_\_\_\_/\_\_\_\_ (example: 01/31/  
2002) (Month) (Day) (Year)

88—Don't know

## 3.16 Children's Education

*Rationale:* To determine if homeless children and youth have the same access to free, public education, including public preschool education, that is provided to other children and youth. It can also serve as an important outcome measure. These questions were developed in consultation with the U.S. Department of Education.

*Data Collection Methods:* Interview or observations of program staff.

*When Data are Collected:* Upon initial program entry or as soon as possible thereafter, program exit, and during periodic follow-up.