NC HMIS Street and Shelter Intake / for ES, SH, and SO projects.

Intake Date: ____________________________

Use this page for the head of household or a single client.

General Demographic Information

Name: ____________________________________

- Full Name Reported
- Partial, Street Name, or Code Name Reported
- Client doesn’t know
- Client refused

Social Security: ____________________________

- Full SSN Reported
- Approximate or partial SSN reported
- Client doesn’t know
- Client refused

U.S. Military Veteran? (Answer for adults 18+ only)

- Yes
- No
- Client doesn’t know
- Client refused

Relationship to Head of Household:

- Self (head of household)

Date of Birth: (mm/dd/yyyy)_________________________

- Full DOB reported
- Approximate or Partial DOB Reported
- Client doesn’t know
- Client refused

Gender:

- Female
- Male
- Trans Female (MTF or Male to Female)
- Trans Male (FTM or Female to Male)
- Gender Non-Conforming (i.e. not exclusively male or female)
- Client doesn’t know
- Client refused

Race: (Use the columns to indicate Primary and Secondary)

- American Indian or Alaska Native
- Asian
- Black or African American
- Native Hawaiian or Other Pacific Islander
- White
- Client doesn’t know
- Client refused

Ethnicity:

- Non-Hispanic/Non-Latino
- Hispanic/Latino
- Client doesn’t know
- Client refused

Intake Staff/Case Manager: _________________________

Health and Disability Information

Does the client have a disabling condition?

- Yes (if yes, answer the following two questions)
- No (if no, skip the following two questions)
- Client doesn’t know
- Client refused

Disability Type: (Select all that apply)

- Physical
- Chronic Health Condition
- HIV/AIDS
- Developmental
- Alcohol Abuse
- Drug Abuse
- Both Alcohol and Drug Abuse
- Mental Health Problem

Expected to be of long-continued and indefinite duration and substantially impairs ability to live independently:

(Not applicable for HIV/AIDS and Developmental disabilities)

- Yes
- No
- Client doesn’t know
- Client refused

Covered by Health Insurance:

- Yes (if yes, answer the following question)
- No (if no, skip the following question)
- Client doesn’t know
- Client refused

Health Insurance Type: (Select all that apply)

- MEDICAID
- MEDICARE
- State Children’s Health Insurance Program
- Veteran’s Administration (VA) Medical Services
- Employer-Provided Health Insurance
- Health Insurance obtained through COBRA
- Private Pay Health Insurance
- State Health Insurance for Adults
- Indian Health Services Program
- Other: ___________________________________________________________________

3.1 NC ESG Street Outreach and Emergency Shelter Intake Form
3.1 NC ESG Street and Shelter Intake Form 2020.v2
Use this page for a non-head of household client.

General Demographic Information

Name: ____________________________

- Full Name Reported
- Partial, Street Name, or Code Name Reported
- Client doesn’t know
- Client refused

Social Security: _________________________

- Full SSN Reported
- Approximate or partial SSN reported
- Client doesn’t know
- Client refused

U.S. Military Veteran? (Answer for adults 18+ only)

- Yes
- No
- Client doesn’t know
- Client refused

Date of Birth: (mm/dd/yyyy) ____________________________

- Full DOB reported
- Approximate or Partial DOB Reported
- Client doesn’t know
- Client refused

Gender:

- Female
- Male
- Trans Female (MTF or Male to Female)
- Trans Male (FTM or Female to Male)
- Gender Non-Conforming (i.e. not exclusively male or female)
- Client doesn’t know
- Client refused

Race: (Use the columns to indicate Primary and Secondary)

- American Indian or Alaska Native
- Asian
- Black or African American
- Native Hawaiian or Other Pacific Islander
- White
- Client doesn’t know
- Client refused

Ethnicity:

- Non-Hispanic/Non-Latino
- Hispanic/Latino
- Client doesn’t know
- Client refused

Health and Disability Information

Does the client have a disabling condition?

- Yes (if yes, answer the following question)
- No (if no, skip the following question)
- Client doesn’t know
- Client refused

Disability Type: (Select all that apply)

- Physical
- Chronic Health Condition
- HIV/AIDS
- Developmental
- Alcohol Abuse
- Drug Abuse
- Both Alcohol and Drug Abuse
- Mental Health Problem

Expected to be of long-continued and indefinite duration and substantially impairs ability to live independently:

(Not applicable for HIV/AIDS and Developmental disabilities)

- Yes
- No
- Client doesn’t know
- Client refused

Covered by Health Insurance:

- Yes (if yes, answer the following question)
- No (if no, skip the following question)
- Client doesn’t know
- Client refused

Health Insurance Type: (Select all that apply)

- MEDICAID
- MEDICARE
- State Children’s Health Insurance Program
- Veteran’s Administration (VA) Medical Services
- Employer-Provided Health Insurance
- Health Insurance obtained through COBRA
- Private Pay Health Insurance
- State Health Insurance for Adults
- Indian Health Services Program
- Other: _____________________________

Ethnicity:

- Non-Hispanic/Non-Latino
- Hispanic/Latino
- Client doesn’t know
- Client refused
Homeless History Interview / for head of household and adults.

Chronic homeless status is determined by a client’s history of homelessness, disability status, and the length of time spent on the street, in an Emergency Shelter, or a Safe Haven (SH). It requires a substantiated disability and continuous homelessness for the past 12 months to qualify or four separate occasions in the past three years as long as the combined occasions total at least 12 months. Intake staff should ask clients about their homeless history, including specific instances the client spent on the street, in an Emergency Shelter, or Safe Haven project. However, intake staff should not instruct the client on the length of time or episodes necessary to qualify as chronically homeless. Responses should simply be the actual client responses. Questions must be asked exactly as they are presented below.

Prior Living Situation:

Homeless Situations

Place not meant for habitation
Emergency shelter, including hotel/motel paid for with ES voucher, or RHY-funded Host Home shelter
Safe Haven

Institutional Situations

Foster care home or foster care group home
Hospital or other residential non-psychiatric medical facility
Jail, prison or juvenile detention facility
Long-term care facility or nursing home
Psychiatric hospital or other psychiatric facility
Substance abuse treatment facility or detox center

Temporary and Permanent Housing Situations

Residential project or halfway house with no homeless criteria
Hotel or motel paid for without emergency shelter voucher
Transitional Housing for homeless persons (including homeless youth)
Host Home (non-crisis)
Staying or living in a friend’s room, apartment, or house
Staying or living in a family member’s room, apartment or house
Rental by client, with GPD TIP housing subsidy
Rental by client, with VASH housing subsidy
Permanent housing (other than RRH) for formerly homeless persons
Rental by client, with RRH or equivalent housing subsidy
Rental by client, with HCV voucher (tenant or project based)
Rental by client in a public housing unit
Rental by client, no ongoing housing subsidy
Rental by client, with other ongoing housing subsidy
Owned by client, with ongoing housing subsidy
Owned by client, no ongoing housing subsidy

Other

Client doesn’t know
Client refused

Length of Stay in Previous Place:

One night or less
Two to six nights
One week or more, but less than one month
One month or more, but less than 90 days
90 days or more, but less than one year
One year or longer
Client doesn’t know
Client refused

Did you stay less than 90 days? (Answer for Institutional Situations only)
Yes (if yes, answer the following question)
No (if no, skip the following question)

On the night before did you stay on the streets, ES, or SH? (Answer for Institutional Situations only)
Yes
No
Have the client look back at the last time they had a place to sleep other than the streets, ES, or SH. If the client knows the month and year but not the day, you may substitute the day of the month with the same day of the month as project entry.

**What counts as a break in homelessness?**
As the client looks back, there may be breaks in their stay on the streets, ES, or SH. A break in homelessness is considered to be 90 or more consecutive days in an Institutional Situation or 7 or more consecutive nights in a Temporary and Permanent Housing Situation.

If you answered “Yes” to either the “Did you stay less than 90 days?” question (for Institutional Situations) or the “Did you stay less than seven nights?” question (for Temporary and Permanent Housing Situations) above, include all those days in the client's total number of days homeless and continue back to the next break in homelessness.

**Approximate date homelessness started:** (mm/dd/yyyy) ______________________________________

Regardless of where they stayed last night - number of times the client has been on the streets, in ES, or SH in the past three years including today:

- One time
- Two times
- Three times
- Four or more times
- Client doesn’t know
- Client refused

Total number of months homeless on the street, in ES or SH in the past three years:

- One month (this time is the first month)
- 2-12
  - Must specify: __________________________
- More than 12 months
- Client doesn’t know
- Client refused

**Housing Status:** (Answer for all household members)
- Category 1 - Homeless
- Category 2 - At imminent risk of losing housing
- Category 3 - Homeless only under other federal statutes
- Category 4 - Fleeing domestic violence
- At-risk of homelessness
- Stably housed
- Client doesn’t know
- Client refused

**Zip Code (of last permanent address, if known):** ________

**County and City of Residence** refer to where the client is living the night before this assessment.

**City of Residence:** __________________________

**County of Residence:** __________________________

**Answer Client Location for head of household only.**

**Client Location:** (CoC Code) __________________________
### Income & Non-Cash Benefit Information

#### Income from any source:
- Yes
- No
- Client doesn't know
- Client refused

<table>
<thead>
<tr>
<th>Monthly Amount</th>
<th>Source of Income</th>
<th>Household Member</th>
</tr>
</thead>
<tbody>
<tr>
<td>$</td>
<td>Alimony and Other Spousal Support</td>
<td></td>
</tr>
<tr>
<td>$</td>
<td>Child Support</td>
<td></td>
</tr>
<tr>
<td>$</td>
<td>Earned Income</td>
<td></td>
</tr>
<tr>
<td>$</td>
<td>General Assistance</td>
<td></td>
</tr>
<tr>
<td>$</td>
<td>Pension or retirement income from another job</td>
<td></td>
</tr>
<tr>
<td>$</td>
<td>Private Disability Insurance</td>
<td></td>
</tr>
<tr>
<td>$</td>
<td>Retirement Income from Social Security</td>
<td></td>
</tr>
<tr>
<td>$</td>
<td>SSDI (Social Security Disability Insurance)</td>
<td></td>
</tr>
<tr>
<td>$</td>
<td>SSI (Supplemental Security Income)</td>
<td></td>
</tr>
<tr>
<td>$</td>
<td>TANF (Temporary Assistance for Needy Families)</td>
<td></td>
</tr>
<tr>
<td>$</td>
<td>Unemployment Insurance</td>
<td></td>
</tr>
<tr>
<td>$</td>
<td>VA Service Connected Disability Compensation</td>
<td></td>
</tr>
<tr>
<td>$</td>
<td>VA Non-Service-Connected Disability Pension</td>
<td></td>
</tr>
<tr>
<td>$</td>
<td>Worker's Compensation</td>
<td></td>
</tr>
<tr>
<td>N/A</td>
<td>No Financial Resources</td>
<td></td>
</tr>
<tr>
<td>$</td>
<td>Other:</td>
<td></td>
</tr>
</tbody>
</table>

Total monthly income: $ ________________________________

#### Non-cash benefit from any source:
- Yes
- No
- Client doesn't know
- Client refused

<table>
<thead>
<tr>
<th>Source of Non-Cash Benefit</th>
<th>Amount</th>
<th>Household Member</th>
</tr>
</thead>
<tbody>
<tr>
<td>Supplemental Nutrition Assistance Program (Food Stamps)</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>Special Supplemental Nutritional Program for WIC</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>TANF Child Care Services</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>TANF Transportation Services</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>Other TANF-Funded Services</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>Other Source:</td>
<td>$</td>
<td></td>
</tr>
</tbody>
</table>
Domestic Violence Information
Domestic Violence Victim/Survivor should be indicated as “Yes” if the person has experienced any domestic violence, dating violence, sexual assault, stalking or other dangerous or life-threatening conditions that relate to violence against the individual or a family member, including a child, that has taken place within the individual’s or family’s primary nighttime residence.

Domestic Violence Victim/Survivor?
☐ Yes
☐ No
☐ Client doesn’t know
☐ Client refused

If yes for Domestic Violence Victim/Survivor, when experience occurred:
☐ Within the past three months
☐ Three to six months ago
☐ From six to twelve months ago
☐ More than a year ago
☐ Client doesn’t know
☐ Client refused

Currently fleeing should be indicated as “Yes” if the person is fleeing, or is attempting to flee, the domestic violence situation or is afraid to return to their primary nighttime residence.

If yes for Domestic Violence Victim/Survivor, are you currently fleeing?
☐ Yes
☐ No
☐ Client doesn’t know
☐ Client refused

Overview of domestic violence:

Client’s Contact Information
Is there a phone number where someone can get in touch with you or leave a message? ____________________________
Email Address: ____________________________
Emergency Contact’s Name: ____________________________
Contact Type (Relationship to Client): ____________________________
Emergency Contact Phone Number: ____________________________
Emergency Contact’s Street Address: ____________________________
Primary Language Spoken: ____________________________
**Current Living Situation / for head of household and adults.**

Street Outreach projects must record a current living situation for every contact made. Please refer to the NC HMIS Street Outreach Supplemental Form for more detail. Night by night shelters should only record a current living situation if the interaction between the shelter personnel and client goes beyond a basic provision of shelter services. Contacts may include activities such as a conversation between the shelter worker and the client about the client’s well being or needs, an office visit to discuss their housing plan, or a referral to another community service.

**Current Living Situation:**

**Homeless Situations**
- Place not meant for habitation
- Emergency shelter, including hotel/motel paid for with ES voucher, or RHY-funded Host Home shelter
- Safe Haven

**Institutional Situations**
- Foster care home or foster care group home
- Hospital or other residential non-psychiatric medical facility
- Jail, prison or juvenile detention facility
- Long-term care facility or nursing home
- Psychiatric hospital or other psychiatric facility
- Substance abuse treatment facility or detox center

**Temporary and Permanent Housing Situations**
- Residential project or halfway house with no homeless criteria
- Hotel or motel paid for without emergency shelter voucher
- Transitional Housing for homeless persons (including homeless youth)
- Host Home (non-crisis)
- Staying or living in a friend’s room, apartment, or house
- Staying or living in a family member’s room, apartment or house
- Rental by client, with GPD TIP housing subsidy
- Rental by client, with VASH housing subsidy
- Permanent housing (other than RRH) for formerly homeless persons
- Rental by client, with RRH or equivalent housing subsidy
- Rental by client, with HCV voucher (tenant or project based)
- Rental by client in a public housing unit
- Rental by client, no ongoing housing subsidy
- Rental by client, with other ongoing housing subsidy
- Owned by client, with ongoing housing subsidy
- Owned by client, no ongoing housing subsidy

**Other**
- Client doesn’t know
- Client refused

Is the client going to have to leave their current living situation within 14 days?
- Yes (if yes, answer all of the following questions)
- No (if no, this is the end of this section)
- Client doesn’t know
- Client refused

Has a subsequent residence been identified?
- Yes
- No
- Client doesn’t know
- Client refused

Does individual or family have resources or support networks to obtain other permanent housing?
- Yes
- No
- Client doesn’t know
- Client refused

Has the client had a lease or ownership interest in a permanent housing unit in the last 60 days?
- Yes
- No
- Client doesn’t know
- Client refused

Has the client moved two or more times in the last 60 days?
- Yes
- No
- Client doesn’t know
- Client refused
Natural Disaster/Storm / for head of household and adults.
Are you experiencing homelessness due to a recent natural disaster/storm?
☐ Yes (if yes, answer all of the following questions)
☐ No (if no, this is the end of this section)
☐ Client doesn’t know
☐ Client refused

There are resources and partners available during natural disasters/storms that can help you. Do we have your permission to use this information to coordinate with them to help you get resources and assistance?
☐ Yes
☐ No
☐ Client doesn’t know
☐ Client refused

What natural disaster/storm caused you to evacuate and seek other shelter?
☐ Hurricane Dorian - September 2019
☐ Hurricane Michael - October 2018
☐ Hurricane Florence - September 2018
☐ Hurricane Matthew - October 2016
☐ Other: __________________________

What NC county were you living in immediately prior to the natural disaster/storm?
______________________________________________________________

What was your living situation immediately prior to the natural disaster/storm?

Homeless Situations
☐ Place not meant for habitation
☐ Emergency shelter, including hotel/motel paid for with ES voucher, or RHY-funded Host Home shelter
☐ Safe Haven

Institutional Situations
☐ Foster care home or foster care group home
☐ Hospital or other residential non-psychiatric medical facility
☐ Jail, prison or juvenile detention facility
☐ Long-term care facility or nursing home
☐ Psychiatric hospital or other psychiatric facility
☐ Substance abuse treatment facility or detox center

Temporary and Permanent Housing Situations
☐ Residential project or halfway house with no homeless criteria
☐ Hotel or motel paid for without emergency shelter voucher
☐ Transitional Housing for homeless persons (including homeless youth)
☐ Host Home (non-crisis)
☐ Staying or living in a friend’s room, apartment, or house
☐ Staying or living in a family member’s room, apartment or house
☐ Rental by client, with GPD TIP housing subsidy
☐ Rental by client, with VASH housing subsidy
☐ Permanent housing (other than RRH) for formerly homeless persons
☐ Rental by client, with RRH or equivalent housing subsidy
☐ Rental by client, with HCV voucher (tenant or project based)
☐ Rental by client in a public housing unit
☐ Rental by client, no ongoing housing subsidy
☐ Rental by client, with other ongoing housing subsidy
☐ Owned by client, with ongoing housing subsidy
☐ Owned by client, no ongoing housing subsidy

Other
☐ Client doesn’t know
☐ Client refused
Before the natural disaster/storm occurred, how long did you live in the prior living situation?
☐ One night or less
☐ Two to six nights
☐ One week or more, but less than one month
☐ One month or more, but less than 90 days
☐ 90 days or more, but less than one year
☐ One year or longer
☐ Client doesn’t know
☐ Client refused

On what date did you leave your prior living situation? (mm/dd/yyyy)____________________________________________________________

Do you know if the place you were living was by destroyed by the natural disaster/storm, seriously damaged but not destroyed, or not seriously damaged?
☐ Destroyed
☐ Seriously damaged
☐ Not seriously damaged
☐ Client doesn’t know
☐ Client refused

If the place you were living was destroyed or damaged in any way, do you have insurance to cover losses?
☐ I have insurance to cover most of my losses
☐ I have insurance to cover some of my losses
☐ I have no insurance
☐ Client doesn’t know
☐ Client refused

Have you registered with FEMA for assistance?
☐ Yes
☐ No
☐ Client doesn’t know
☐ Client refused

As of today, what are your plans for housing?
☐ Stay in a shelter until I can move back home permanently
☐ Stay in a shelter until I can move somewhere else permanently
☐ Move somewhere temporarily until I can make a permanent move
☐ Client doesn’t know
☐ Client refused

**NC County of Service**

Do not complete the following unless instructed to by your CoC/Local System Administrator. If you are unsure, contact your Agency Administrator or Local System Administrator.

County of Service refers to the county in which the client is receiving services.

NC County of Service: ____________________________