

60-Day Re-Housing Assessment:

Process to Complete the HUD Assessment Clinical Eligibility Trigger Question



In the 'Health and Safety' section of the 60-Day Re-Housing Assessment, you will be asked to complete the following question to determine if anyone in a family has new health issues that would trigger the need for an updated HUD Assessment.

Do you or anyone in your family have any NEW or additional health issues that you did not share in a past meeting? This includes: a physical disability, a developmental disability, chronic health condition, HIV/AIDS, Mental Health Disorder, Substance Abuse, or Domestic Violence. You will not need to share details in this meeting.

- A) No
- B) Yes
- C) Client Doesn't Know
- D) Client Prefers Not to Answer
- E) Data not Collected

If yes, what is the family member's name that has the new health issue?

- 1) **(NOTE to Provider Staff:** You will need to complete a new HUD Assessment for this individual to ensure we are receiving proper federal funding. The new HUD Assessment must be completed within 5 days of this assessment.)

Process if the Resident Answers "Yes":

1

Resident says "Yes" to above question regarding a family member with new health condition(s).

2

If the Re-Housing staffer (who is completing the 60-Day Re-Housing Assessment) is not also the person who completes HUD Assessments, they must notify the appropriate colleague that a resident needs a new HUD Assessment/ Reassessment.

3

Provider Staff has 5 business days to set up an appointment with the family and complete the HUD Assessment in ETO for the family member with the new health condition.

4

If you have questions about completing the HUD Assessment in ETO, please tell your organization's key data contact to submit a ZenDesk ticket (or send an email if they are not yet set up in the ZenDesk system) to the EOHLC Data Team.



- **Why are we asking a clinical eligibility questions during a Re-Housing Assessment?**
 - The U.S. Department of Housing and Urban Development (HUD) and the federal partners, along with other planners and policymakers use the HUD Assessment data to better inform homeless policy and decision making at the federal, state, and local levels.
 - This data also satisfies the clinical eligibility requirements of the Center for Medicare and Medicaid Services (CMS); allowing MH/EA to file claims for temporary housing and services reimbursements.
- **Who is responsible for asking the clinical eligibility questions?**
 - The initial screening question for clinical eligibility is conducted during the Re-Housing Assessment.
 - If the resident answers **'Yes'** to the clinical eligibility question, the HUD Assessment is conducted by a staff member designated by the Provider.
- **When do we do ask the clinical eligibility question?**
 - During the Re-Housing Assessment, which is conducted every 60 days.
 - The clinical question is asked in the 'Health and Safety' section of the Re-Housing Assessment.
 - The HUD Assessment must be completed within 5 days of the Re-Housing Assessment date when the new condition was identified.
- **Do we need to complete an entire HUD Assessment or just update it?**
 - All assessments must be completed in their entirety.
 - For your convenience, if a resident has already completed an assessment during their current stay at your facility, their assessment will automatically prepopulate with responses that were previously entered.