

Data Quality Reports – Where to find them, what they’re for, and how to run them.

Name	Location	Purpose	Project Type	Transaction Type	Resources
076 - 0640 HUD Data Quality Framework	Public Folder/SSA Report Gallery/2. MN Data Quality Tools	This report aligns with HUD’s new DQ initiatives, which includes monitoring timeliness of data entry. The HUD DQ Framework is also incorporated into the APR and CAPER. You can run this report for multiple providers to obtain client details in a spreadsheet format and diagnose errors from the APR & CAPER.	All	Entry Exits	MN APR Guide HUD Reporting Glossary Reference the 2018 LSA Data Corrections User Guide
CoC - APR	Provider Reports section in the Report Dashboard (not an ART report)	Provides a summary of provider performance that can help you spot areas to troubleshoot with the agency. The HUD DQ Framework is incorporated into this report.	All	Entry Exits	How to Pull & Read the APR MN APR Guide HUD APR & CAPER Programming Specifications HUD Reporting Glossary
CES Provider Specific Reports	Public Folder/SSA Report Gallery/6. Coordinated Entry/Monitoring	To assess data quality of clients being added to the priority list by your CES provider.	Other	Entry Exits, Service Transactions	TBD In the interim, reference the Priority List – Report Guide for information on errors.
Clients Exceeding Max Length of Stay	Public Folder/SSA Report Gallery/2. MN Data Quality Tools	Is your agency exiting clients from ES and TH programs? Entry Exits without an End Date inflate length of stay calculations. Use this report to review clients exceeding max LoS.	ES, TH	Entry Exit, Shelter Stays, Shelter Services	Reference the 2018 LSA Data Corrections User Guide
ESG CAPER	Provider Reports section in the Report Dashboard (not an ART report)	Provides a summary of provider performance that can help you spot areas to troubleshoot with the agency. The HUD DQ Framework is incorporated into this report.	All	Entry Exits	HUD APR & CAPER Programming Specifications HUD Reporting Glossary MN APR Guide

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Household Data Check	Public Folder/SSA Report Gallery/2. MN Data Quality Tools	To identify all those household incongruities, including DOB, gender/household type mismatch, unattached children.	All	Entry Exit, Shelter Stays, Shelter Services	Reference the 2018 LSA Data Corrections User Guide
Housing Move-In Date Monitoring	Public Folder/SSA Report Gallery/2. MN Data Quality Tools	Is your agency recording a housing move-in date for clients in permanent housing projects?	RRH, PSH D, PH S, PH HO	Entry Exits	HMI Date Brief HMI Date Training
New Clients by User	Public Folder/SSA Report Gallery/2. MN Data Quality Tools	To assess ESG All Inclusive data quality for providers not required to enter transactions. You can also use this report for a count of all clients entered by a provider in a given period to confirm they have an accurate number of Entry Exit Transactions.	All	No Transactions	
Provider Data Completeness Reports	Public Folder/SSA Report Gallery/2. MN Data Quality Tools	Is your agency completing the HUD and MN UDEs? Use this report to assess percentage of data completeness. There are three Provider Data Completeness Reports. Select the one that matches your workflow (Entry/Exit, Service Transaction, or Other)	All	Entry Exits, Service Transactions	How to Read DQ Reports Webinar
ROI Clean Up Report	Public Folder/SSA Report Gallery/2. MN Data Quality Tools	Is your agency correctly documenting a consented ROI? Use this report to find out.	All	Client Record Creation on or after 10/3/2016	Correctly Documenting a Consented ROI in HMIS
Sub-assessment Errors	Public Folder/SSA Report Gallery/2. MN Data Quality Tools	To identify common errors in the disability, income, non-cash benefits, and health insurance sub-assessments. Run this for providers required to complete these sub-assessments.	All	Entry Exits, Service Transactions	Reference Wisconsin's Data Clean-Up Webinar Password: ServicePoint Start at 41:30.
Voucher and Bed Fluidity	Public Folder/SSA Report Gallery/1. HUD Mandates/HIC	Calculates the average bed usage for a project based on the number of clients served, the average household size, and the number of bed nights. (Especially helpful for estimating the number of FAM beds!)	All		