

HMIS Data Quality Report Card

Sample Reporting Period 10/1/2024 to 7/31/2025



PROGRAM INFORMATION

Agency Name: **Symba Center**

Data Quality and Completeness

Complete and accurate records are required to ensure data quality. Required Data that is missing, incomplete or not collected has a negative impact on the quality of data. The higher the percentage of missing or erroneous data, the less useful the data becomes.

Total Clients Served: 153

Client Demographic Data

Data Element	Client Doesn't Know / Prefers Not to Answer	Information Missing	Data Issues	% of Issue Rate
Name (3.01)	0	0	0	0.00%
Social Security Number (3.02)	6	1	0	4.58%
Date of Birth (3.03)	0	1	1	1.31%
Race and Ethnicity (3.04)	2	2		2.61%
Gender (3.06)	0	0		0.00%

Universal Data

Data Element	Error Count	% of Issue Rate
Veteran Status (3.07)	0	0.00%
Project Start Date (3.10)	0	0.00%
Relationship to Head of Household (3.15)	0	0.00%
Enrollment CoC (3.16)	0	0.00%
Disabling Condition (3.08)	0	0.00%

Income and Housing Data

Data Element	Error Count	% of Issue Rate
Destination (3.12)	0	0.00%
Income and Sources (4.2) at Start	0	0.00%
Income and Sources (4.2) at Annual Assessment	2	33.33%
Income and Sources (4.2) at Exit	1	1.20%

 Fields with values over 5% errors.  Fields with values 5% or less.  Fields with no errors.

The error rate includes data not collected, missing information, client doesn't know, and client refused options. A program should have less than a 5% error rate to ensure accurate data. Missing intake and exit data need to be reviewed by staff on a regular basis. Any additional Data received from the client after enrollment should be entered into the Homeless Management Information System (HMIS) within a timely manner.

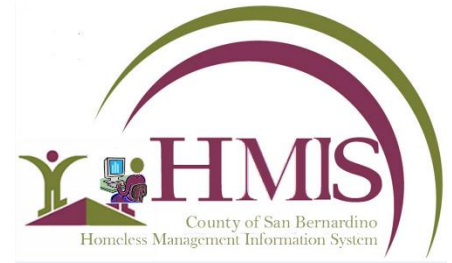
HUD Policy: A 95% standard of completeness rate for all funded homeless projects should be established and expected. Programs should work toward ensuring that 95% of all required data elements for each client served are collected and entered correctly into the HMIS.

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Type	0 days	1-3 days	4-6 days	7-10 days	11+ days	Average
Entry Timeliness	49	6	6	2	74	21
Exit Timeliness	21	3	2	3	51	18

This report calculates the difference between the program entry date specified for the client and the date the client's application was entered into the system. For example, if a client's Program Entry date of "April 4, 2016" was recorded on "April 9, 2016," then the report would calculate a 5-day lag time in recording data. The report groups the number of applications by program and has 5 buckets for the number of days an application has been lagging.

HUD Policy: Data entry should be current within 2 business days of intake, exit, and service provision.

HMIS Users

Below is a list of all HMIS Users currently active within your agency. If any user on this list has left your agency during the last reporting period, then please email the HMIS helpdesk. Users are considered inactive if they have not logged into the system for 30 days or left the agency. If a user is inactive, or if you have additional staff needing HMIS access or training, please contact HMIS.

Agency	Name	Email
Symba Center	Adrienne Ramirez	aramirez@symbacenter.org
Symba Center	Albert Villarreal	avillarreal@symbacenter.org
Symba Center	Alexander Ou	aou@symbacenter.org
Symba Center	Alexandria Bell	abell@symbacenter.org
Symba Center	Anibal Gonzalez	agonzalez@symbacenter.org
Symba Center	Antoinette Jackson	ajackson@symbacenter.org
Symba Center	Antonio Perez	aperez@symbacenter.org
Symba Center	Ashiya Holmes	aholmes@symbacenter.org
Symba Center	Ashley Martinez	amartinez@symbacenter.org
Symba Center	Christine Davidson	cdavidson@symbacenter.org
Symba Center	Dave Wahongan	dwahongan@symbacenter.org
Symba Center	Dulcinia Lucero	dgarcia@symbacenter.org
Symba Center	Elizabeth Larios	elarios@symbacenter.org
Symba Center	Gabriela Pedroza	gpedroza@symbacenter.org
Symba Center	Ginamarie Vianelli	gvianelli@symbacenter.org
Symba Center	Helen Rivas	hrivas@symbacenter.org
Symba Center	Jaylin Cannon	jcannon@symbacenter.org
Symba Center	Jonathan Seixas	jseixas@symbacenter.org
Symba Center	Kimberly Underwood	kunderwood@symbacenter.org
Symba Center	Kristin Jaimez	kjaimez@symbacenter.org
Symba Center	Linda Gutierrez	lgutierrez@symbacenter.org
Symba Center	Lindsay Saruwatari	Lsaruwatari@symbacenter.org
Symba Center	Melissa Mosier	mmosier@symbacenter.org
Symba Center	Nicole West	nwest@symbacenter.org
Symba Center	Nigel Willis	nwillis@symbacenter.org

Symba Center	Rosanne Evans	revans@symbacenter.org
Symba Center	Sarah Perez	sperez@symbacenter.org
Symba Center	Sean Sanchez	ssanchez@symbacenter.org
Symba Center	Sheila Henderson	shenderson@symbacenter.org
Symba Center	Sophia Karagiannis	skaragiannis@symbacenter.org
Symba Center	Stachia Drain	sdrain@symbacenter.org
Symba Center	Tammie Baugh-Trejo	ttrejo@symbacenter.org
Symba Center	Theresa Hartman	thartman@symbacenter.org
Symba Center	Trynise McKee	tmckee@symbacenter.org
Symba Center	Vanessa Ramirez	vramirez@symbacenter.org
Symba Center	Yolanda Salinas	ysalinas@symbacenter.org
Symba Center	Yvette Mejia	ymejia@symbacenter.org
Symba Center	Zeerick Hussain	zhussain@symbacenter.org