



Housing Pathways– HMIS Job Aid

This job aid will walk through how to enter Housing Pathways for clients in HMIS.

Entering Pathways for clients

Log into HMIS and select your project; navigate to the *Enrollments* screen. Select the name of the client you wish to enter Housing Pathways for.

Allegheny County HMIS - Training

Clients Projects Search Training Provider

Project Close Emergency Shelter- NBN (Single Adults) > Enrollments

Emergency Shelter- NBN (Single Adults)

Project Type
Emergency Shelter - Night-by-Night

Organization
[Training Organization](#)

Project ID bff936..

Organization ID 7ee030..

Overview

Enrollments

Services

Bed Nights

CONFIGURATION

Inventory

Funders

Enrollments

+ Add Enrollment

View enrollments by
Households Clients

Search Clients
Search by name, DOB, SSN, Personal ID, or MCI ID

Displaying 14 of 14 households

Filters Sort

Clients	Relationship to HoH	Status	Enrollment Period	Household ID
HoH Allison Avocado (34)	Self (HoH)	Open	12/14/2023 - Ongoing	05bad4 (1)
HoH Laura Lemon (34)	Self (HoH)	Open	12/14/2023 - Ongoing	61b276 (1)
HoH Oliver Olive (34)	Self (HoH)	Open	10/18/2023 - Ongoing	d2ee43 (1)
HoH Thomas Tomato (34)	Self (HoH)	Open	09/13/2023 - Ongoing	4e38f0 (1)
HoH Halley Havarti (24)	Self (HoH)	Exited	01/17/2024 - 01/17/2024	919f0e (1)

Once you select the client's name, you'll be navigated to the client's *Enrollment Overview* screen for the project. Navigate to the client record by clicking their name at the top left of the *Enrollment Overview* screen:

Allegheny County HMIS - Training

Clients Projects Search Training Provider

Enrollment Close [Allison Avocado](#) > Emergency Shelter- NBN (Single Adults)

Allison Avocado

Project
[Emergency Shelter- NBN \(Single Adults\)](#)

Project Type
Emergency Shelter - Night-by-Night

Enrollment Period
12/14/2023 - Ongoing

Enrollment ID
237

Enrollment Overview

Household

Assessments

Services

Current Living Situations

Enrollment Overview

Household Tasks (0)

All tasks complete

Quick Actions

Record Service

Update Client Details

Enrollment Details

Name	Relationship to HoH	Status
HoH Allison Avocado	Self (HoH)	Open

Entry / Exit Dates
12/14/2023 - Active

Other Open Enrollments
1

Unit Assignment
Households without Children (ID: 116)

Number of Units Assigned to Household
1

Date of Engagement
Data not collected

Has Active Referrals in LINK
No

HUD Chronic
No



On the client's record is the section *Housing Pathways*. To enter one or more Housing Pathways, click the pencil symbol to the right of the pathway.

Three different Pathways with narratives can be entered in total.

ng

ison Avocado

Allison Avocado

No Client Photo

DOB

SSN

Hidden (34)

Data not collected

Update Client Details

Last Updated on 01/17/2024 10:50 AM by Training Provider.

Client IDs

Demographics

Race

Gender

Pronouns

Veteran Status

Black, African American, or African Hispanic/Latina/e/o

Woman

Data not collected

No

Housing Pathways

Pathway 1	Data not collected	
Pathway 2	Data not collected	
Pathway 3	Data not collected	

Select the appropriate Housing Pathway in the Pathway dropdown, then enter date and associated narrative, including identified leads. Click the *Save* button to save each Pathway after it is entered.

Pathway 1

Pathway 1

Select Pathway 1

Date

mm/dd/yyyy

Narrative

Cancel Save

Pathway 1

Select Pathway 1

CoC homeless housing project (PSH, RRH, Bridge)

Subsidized housing (Housing Authority, Project Based Section 8, Tax Credit)

Non-CoC population-specific long-term housing program

Living with friends or family; natural supports

Market-rate housing (with or without roommate)

Short-term in-patient or other institution



Pathway 1	Subsidized housing (Housing Authority, Project Based Section 8, Tax Credit) Date 01/24/2024 Narrative Narrative here. Identified lead is Staff 123	
Pathway 2	Market-rate housing (with or without roommate) Date 01/24/2024 Narrative Second pathway narrative	
Pathway 3	CoC homeless housing project (PSH, RRH, Bridge) Date 01/24/2024 Narrative Third pathway narrative; identified lead is Staff ABC.	

For more information...

For assistance, please contact the Allegheny County Service Desk at dhs-servicedesk@alleghenycounty.us or call 412-350-HELP (4357). Select Option 2 for the DHS Service Desk.

To access Service Desk Plus, go to: <https://dhs-servicedesk.alleghenycounty.us/>