

# HMIS Release Notes – CCEH Rapid Exit

March 19, 2020

## What is the change?

Due to the Bezos grant CCEH received for rapidly exiting families from shelter, emergency shelter staff will now have the ability to record and report on when they use the 'CCEH Rapid Exit' funding. This funding is separate from other rapid exit funding and is specifically used only for families.

## Which users are impacted?

Emergency Shelter (ES) Case Managers who will be accessing these funds to rapidly exit families from shelter.

## How does this help?

This change will allow the shelter staff to document and track when and how much of the Bezos/CCEH rapid exit funds are used for rapid exit.

## When will I see this change in HMIS?

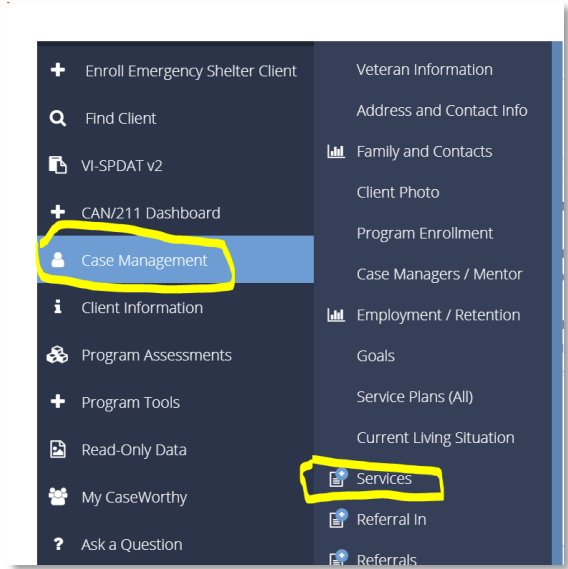
**This change will be rolled out on March 19, 2020.**

## How will it work?

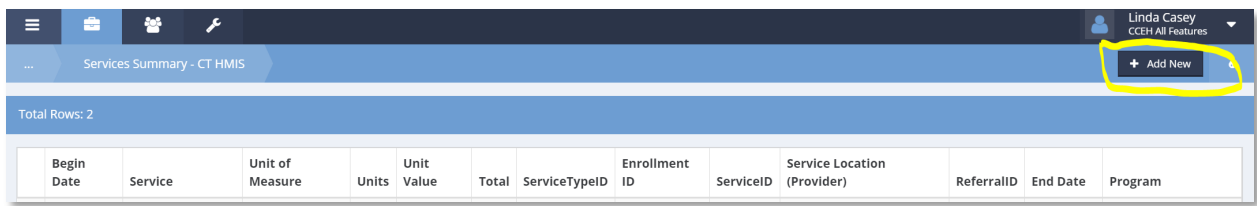
ES providers with fully executed MOUs with CCEH will access funding through a SmartSheet request form that has been provided to them upon signing.

How to enter CCEH Rapid Exit funds:

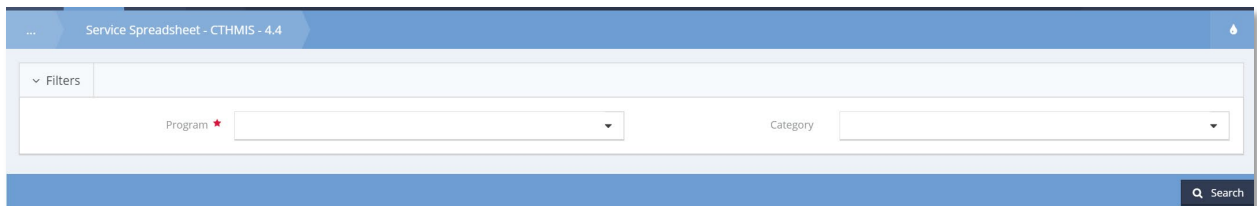
- Upon exiting a family from an ES program, if CCEH rapid exit funds were used the ES staff will navigate to 'Case Management' in the left navigation column, select 'Services'.
- Click on '+ Add New' button in the upper right corner to add the new service.
- Select the Program from the 'Program' field drop down list.
- Select 'CCEH Rapid Exit' from the 'Category' field.
- Enter the Begin and End dates and the amount of the CCEH Rapid Exit funds used.



Click '+ Add New'.



Select Program and Category.



Select 'CCEH Rapid Exit' for the Service, enter Begin and End dates, and enter the dollar amount in the 'Units/Amount' field.

