

VESTAccount

A selection of training slides

What is it?

- Web app
- Log in once
- Offline capability
- VESTA account required
 - [Complete this Google form](#) and we will create an account for you
 - Even if you already have a VESTA account and are able to follow along in Demo today, please complete this Google Form so we can make sure you have access to the Live project

You're **online**, please log in.

Username

Password

Log in

Forgot my password

Start here

- VESTAcount is going to ask you a few questions to determine:
 1. If you should proceed with adding this individual
 2. Interview or Observation form
 3. How much info you need to collect (given what may already be in VESTA for household)
- Are you able to ask the person questions?
- Online status
- View list of entries (need PIN)
- Unsent record status

The screenshot shows the VESTAcount mobile app interface. At the top, there is a header with the VESTAcount logo and a navigation bar with a green double-headed arrow icon and a black right-pointing arrow icon. Below the header, the text "Enter a household/individual" is displayed. A question "Can you interact with this person?" is shown, followed by two orange buttons labeled "Yes" and "No". Below this, there is a large orange button with a list icon and the text "Show my entries". Underneath that is a grey button with a thumbs-up icon and the text "You have no unsent records".

If you can interact with the person

- Unsheltered
- Sheltered

VESTAccount [Navigation icons]

Enter a household/individual

Can you interact with this person?

Yes No

Where are they sleeping tonight?

1. Street or sidewalk
2. Vehicle (car, van, RV, truck)
3. Park
4. Abandoned building
5. Bus, train station, airport
6. Under bridge/overpass
7. Woods or outdoor encampment
8. Other unsheltered location

A place from 1 to 8

9. Emergency shelter
10. Transitional housing
11. Motel/hotel
12. House or apartment
13. Jail, hospital, treatment program

A place from 9 to 13

Show my entries

You have no unspent records

All done

Thank you that is the only question I have right now.

Ok

If unsheltered

- Already asked?

All done

Thank you those are all the questions I have.

Ok

Where are they sleeping tonight?

1. Street or sidewalk
2. Vehicle (car, van, RV, truck)
3. Park
4. Abandoned building
5. Bus, train station, airport
6. Under bridge/overpass
7. Woods or outdoor encampment
8. Other unsheltered location

A place from 1 to 8

9. Emergency shelter
10. Transitional housing
11. Motel/hotel
12. House or apartment
13. Jail, hospital, treatment program

A place from 9 to 13

Did another volunteer or survey worker already ask them these same questions about where they are staying tonight?

Yes No

Show my entries

You have no unsent records

If not asked yet

- Search for client if online
- Go straight to form otherwise



Next

Now search for this person then complete the form.

Ok

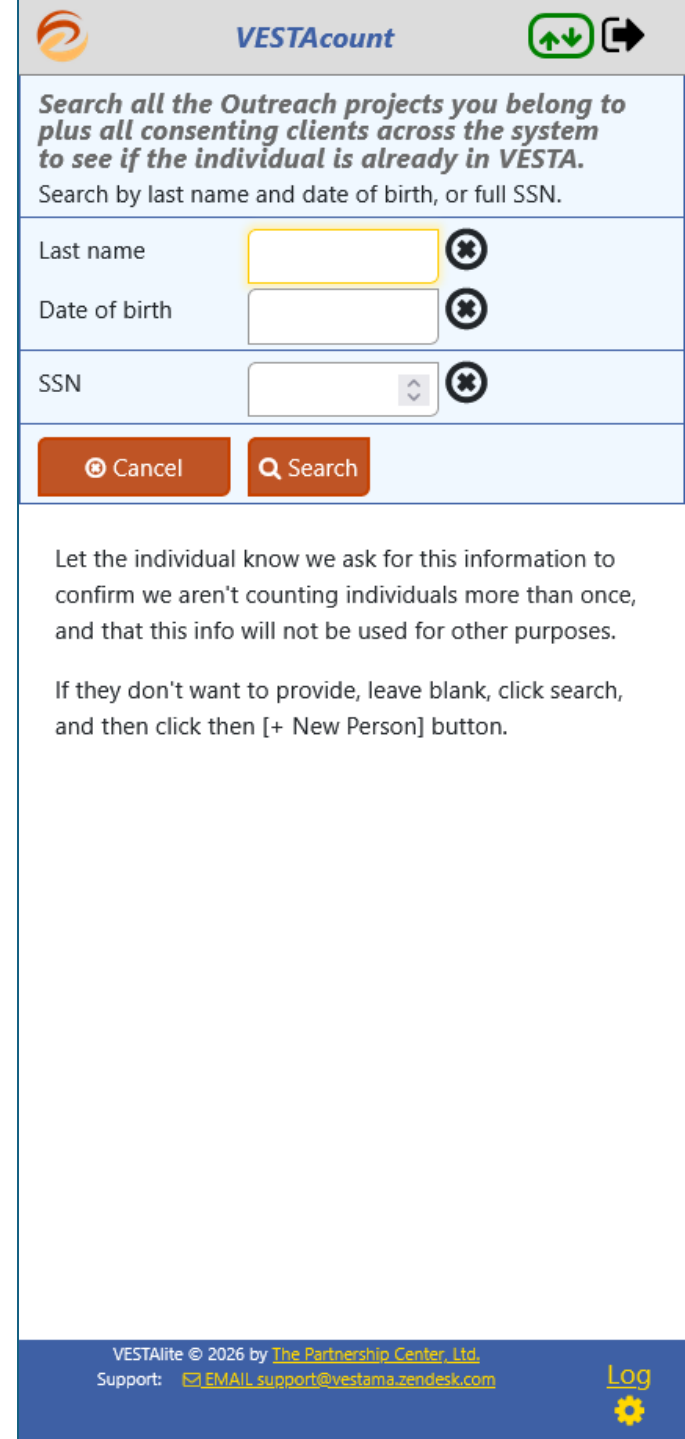


It seems you're offline right now, so you can't search VESTA. Click OK to enter a new client.

Cancel OK

Search for a client in VESTA

- Search with EITHER
 - Last name + DOB
 - OR-
 - Full Social Security number
- If client is in VESTA, it can prefill information for you
- Are you an outreach worker with a VESTA account?



VESTAaccount

Search all the Outreach projects you belong to plus all consenting clients across the system to see if the individual is already in VESTA.

Search by last name and date of birth, or full SSN.

Last name ✕


Date of birth ✕

SSN ✕

Let the individual know we ask for this information to confirm we aren't counting individuals more than once, and that this info will not be used for other purposes.




If they don't want to provide, leave blank, click search, and then click then [+ New Person] button.

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Log 


Outreach client


- Add encounter to existing outreach enrollment
- Must click client name



 **VESTAccount**  

Search all the Outreach projects you belong to plus all consenting clients across the system to see if the individual is already in VESTA.
Search by last name and date of birth, or full SSN.

Last name 


Date of birth 


SSN 

Click a name to add data to that client.

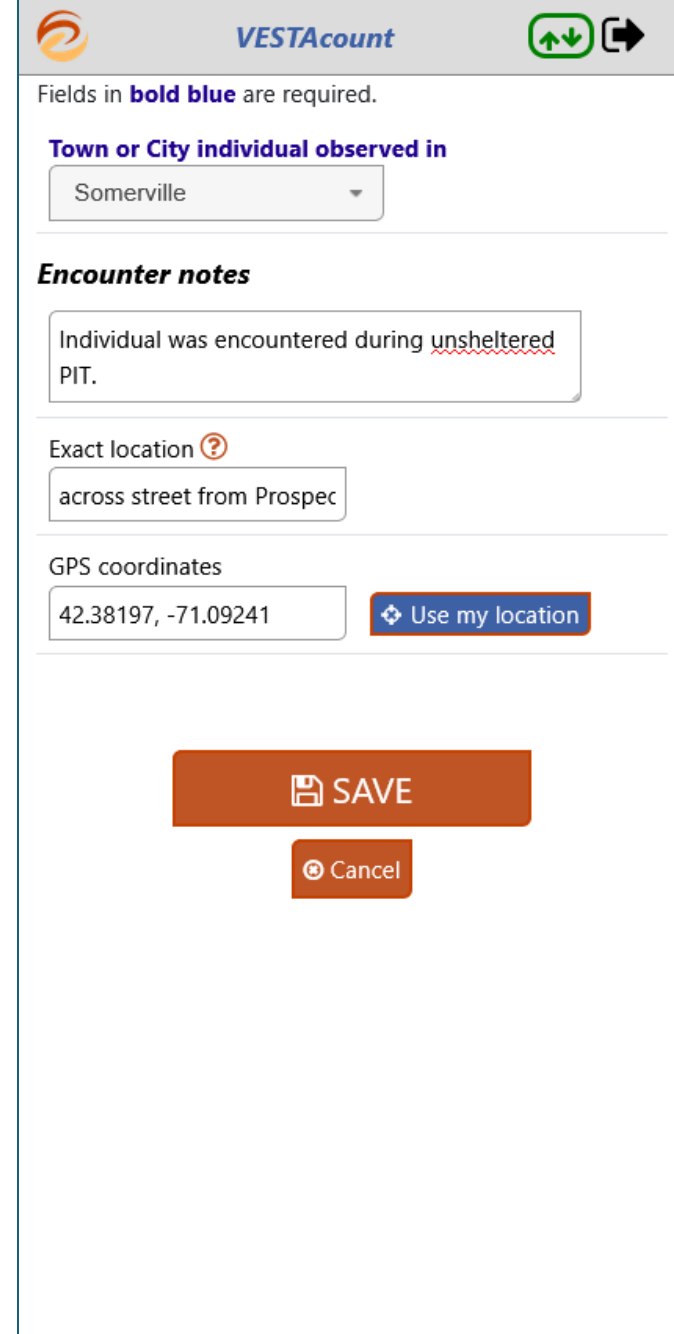
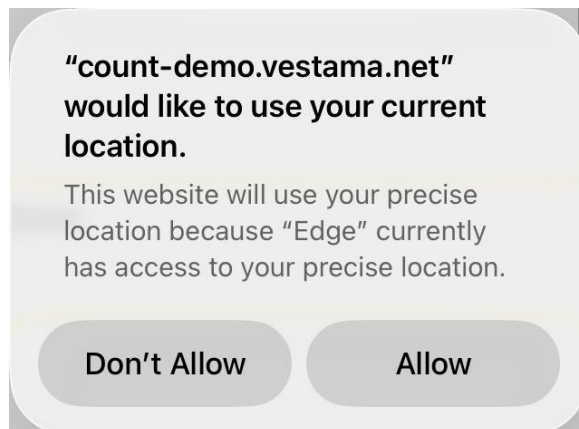
Full Name	Other Names	Active At
Scientific, Icecream F		SHC - Somerville ESG Street Outreach HLC



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Add Outreach Encounter

- Allow location services
- Community name
- Notes
- Exact location



VESTAcount

Fields in **bold blue** are required.

Town or City individual observed in

Somerville

Encounter notes

Individual was encountered during unsheltered PIT.

Exact location ?

across street from Prospec

GPS coordinates

42.38197, -71.09241 **Use my location**

SAVE

Cancel

Client Found Elsewhere

- In VESTA project that is NOT street outreach
- Must have VESTA consent signed
- If signed, interview form is auto-filled with some basic client info and a full interview form is completed in these instances

VESTAaccount

Search all the Outreach projects you belong to plus all consenting clients across the system to see if the individual is already in VESTA. Search by last name and date of birth, or full SSN.

Last name

Date of birth

SSN

Cancel Search

Click a name to add data to that client.

Full Name	Other Names	Active At
Innocent, Blossom Y		



+ New person

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Log

Basic Client Info prefills

- Bold fields required

 VESTAccount 

Fields in **bold blue** are required.

Town or City individual observed in
Somerville

Basic Client Info

Name, DOB, and SSN are not required but please ask the individual to provide as this information helps us with data quality to ensure no one is counted multiple times. If they are not comfortable giving full info, partial answers like last four of SSN, initials, etc are also helpful and can be entered.


First name
Blossom


Middle name
Y

Last name
Innocent Suffix

Other names


SSN
300 10 7598

Date of birth 
Month 8 Day 10 Year 1989



Can't Find Person in VESTA?

- Enter demographic information
- Not comfortable sharing?
 - No-name button
 - Partial SSN
 - Approximate DOB

Date of birth  Enter DOB. If hesitant to share full, enter 1 / 1 / [year born].

Basic Client Info

Name, DOB, and SSN are not required but please ask the individual to provide as this information helps us with data quality to ensure no one is counted multiple times. If they are not comfortable giving full info, partial answers like last four of SSN, initials, etc are also helpful and can be entered.

First name

Brookline

Middle name

Last name

Interview

Suffix

If this person won't tell you their name, click the button.

[Interview without name](#)


Other names

SSN

xxx

xx

5574

Date of birth 

Month 1

Day 1

Year 2004



Age range


Under 18

18-24


25-34

Age and Gender

- Age range sets if DOB filled in
- Can be entered separately if they didn't provide DOB
- Gender required but options for non-responses
- Can select multiple options

Date of birth 

Month Day Year




Age range

Under 18 18-24 25-34

35-44 45-54 55-64

65+

Gender 

Woman (Girl, if child)

Man (Boy, if child)

Culturally Specific Identity (e.g., Two-Spirit)

Transgender Non-Binary

Questioning Different Identity


Client doesn't know

Client prefers not to answer

Data not collected

→ If Different Identity, please specify

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Log 

Race and Ethnicity and Vet Status

- Can select multiple options for Race and Ethnicity
- No veteran question if under 18

Data not collected

→ If Different Identity, please specify

Race and Ethnicity 

American Indian, Alaska Native, or Indigenous

Asian or Asian American

Black, African American, or African

Hispanic/Latina/o

Middle Eastern or North African


Native Hawaiian or Pacific Islander


White Client doesn't know

Client prefers not to answer

Data not collected

→ Additional Race and Ethnicity Detail

Have you served in the United States Armed Forces? 

No 

Household

- Single person
- ALWAYS begin with head of household
- Then attach household members (will see later)

Household

This person is a

Single person or head of household

Household member

Intake Details

Standard Fields

(H) **Current living situation / where are you sleeping tonight?** (?)

Place not meant fo... ▾

(H) → **How long have you been homeless this time?** (?)

▾

(H) → **Approximate date homelessness started** (?)

📅

(H) → **Including this time, how many times have you been homeless in the past 3 years, that is, since January 2023? Was it 4 or more times or less than 4 times?** (?)

▾

(H) → **If you add up all the times you have been homeless in the last 3 years, how long have you been homeless?**

▾

Time Homeless

- Used to determine if individual is chronically homeless
- If you do not have the approximate date of homelessness, set it to day before PIT (1/27/26)

Intake Details

Standard Fields

(H) Current living situation / where are you sleeping tonight? ?

Place not meant fo... ▾

(H) → How long have you been homeless this time? ?

One night or less ▾

(H) → Approximate date homelessness started ?

01/05/2026 📅

(H) → Including this time, how many times have you been homeless in the past 3 years, that is, since January 2023? Was it 4 or more times or less than 4 times? ?

One time ▾

(H) → If you add up all the times you have been homeless in the last 3 years, how long have you been homeless?

One month (this is... ▾

Special needs

Do you receive any disability benefits, such as Social Security Income (SSI), Social Security Disability Income (SSDI), or Veteran's Disability Benefits?

Special Needs

- Not asked if under 18
- Disabling condition
- Chronically homeless

Special needs

Do you receive any disability benefits, such as Social Security Income (SSI), Social Security Disability Income (SSDI), or Veteran's Disability Benefits?

 SSI SSDI Veteran's disability benefits No Doesn't know Prefers not to answer

Do you have a substance use disorder, or do you think you might have a problem with drugs or alcohol or both?

→ If yes, does this keep you from holding a job or living in stable housing?

Do you have psychiatric or emotional conditions such as depression or schizophrenia?

→ If yes, does this keep you from holding a job or living in stable housing?

Do you have a physical or sensory disability?

→ If yes, does this keep you from holding a job or living in stable housing?

Do you have a physical or sensory disability?

→ If yes, does this keep you from holding a job or living in stable housing?

Do you have any chronic health conditions?

→ If yes, does this keep you from holding a job or living in stable housing?

Do you have a developmental or cognitive disability?

Do you have HIV / AIDS?

Do you have a disabling condition? (auto-fills with "yes" if any of the above are "yes")

Domestic Violence

Are you a victim/survivor of domestic violence, stalking, human trafficking or sexual assault?

→ If yes, are you currently fleeing or attempting to flee?

Domestic Violence

- DV hides for household members under 18

Do you have HIV / AIDS?

(+) Do you have a disabling condition? (auto-fills with "yes" if any of the above are "yes") ?

Domestic Violence

Are you a victim/survivor of domestic violence, stalking, human trafficking or sexual assault? ?

Yes

→ If yes, are you currently fleeing or attempting to flee? ?

Yes

Encounter notes

Individual was encountered during unsheltered PIT.

Exact location ?

GPS coordinates

Encounter Notes

- Notes
- Exact location
- Coordinates

Do you have HIV / AIDS?
No

(+) Do you have a disabling condition? (auto-fills with "yes" if any of the above are "yes") ?
Yes

Domestic Violence

Are you a victim/survivor of domestic violence, stalking, human trafficking or sexual assault? ?
[Dropdown]

→ If yes, are you currently fleeing or attempting to flee? ?
[Dropdown]

Encounter notes

Individual was encountered during unsheltered PIT.

Exact location ?
[Text Input]

GPS coordinates
42.38197, -71.09241 [Use my location](#)

SAVE

Cancel

Household member

- Add AFTER head of household
- Relationship
- Select from entries on device

Household

This person is a

Single person or head of household

Household member

This person's relationship to the head of household

Partner / spouse

Select the head of household

Blossom Innocent

Draco Malfoy

Gloucester Interview

Intake Details

Child / stepchild / ward

Partner / spouse

Cousin

Grandchild

Grandniece / grandnephew

Niece / nephew

Parent

Sibling

Grandparent

Grandparent

Caregiver

Aunt / uncle

Other child or adult

What if I can't talk to the person?

- Observational form

Next

Now complete a limited form (observations only).

Ok

VESTAaccount

Enter a household/individual

Can you interact with this person?

Yes No

Do you know this person?



Yes No

Show my entries

You have no unspent records

Unknown person

- Town/city and Asleep questions are only mandatory ones
- Descriptive fields – help us with deduplication


 VESTAccount 

Fields in **bold blue** are required.


Town or City individual observed in


Is the person sleeping?
 Yes No


If no: Why do you think this person may be experiencing homelessness?


Exact location 

Please include any descriptive details to help ensure no individuals are counted more than once.


Physical appearance 


Clothing 

Unique identifiers 

Possessions 

Companion animals


Unique identifiers 

Possessions 

Companion animals

Other

Encounter notes
Please specify if this individual is part of a household with another individual for whom you have submitted a form.

Exact location 

GPS coordinates



Known person

- Still asleep but you can identify the person
- VESTA search if online

Next

Now search to see if they already have info in VESTA, and then complete form. Form will be partially pre-filled if the person is in VESTA.

Ok

 VESTAaccount 

Enter a household/individual

Can you interact with this person?

Yes No

Do you know this person?

Yes No

Show my entries

You have no unsent records

Known person (found through search)

- Same search screen
- Outreach client → same as before
- Other client found, add more info
- Same descriptive fields thereafter

Native Hawaiian or Pacific Islander

White Client doesn't know

Client prefers not to answer

Data not collected

→ Additional Race and Ethnicity Detail

Have you served in the United States Armed Forces? No

Is the person sleeping? Yes No

If no: Why do you think this person may be experiencing homelessness?

Please include any descriptive details to help ensure no individuals are counted more than once.

Physical appearance

Clothing

Unique identifiers

Gender

Woman (Girl, if child)

Man (Boy, if child)

Culturally Specific Identity (e.g., Two-Spirit)

Transgender Non-Binary

Questioning Different Identity

Client doesn't know

Client prefers not to answer

Data not collected

→ If Different Identity, please specify

Race and Ethnicity

American Indian, Alaska Native, or Indigenous

Asian or Asian American

Black, African American, or African

Hispanic/Latina/o

Middle Eastern or North African

Basic Client Info

If you know name and demographic information for this person, please record. If you do not, please mark as "data not collected" or leave blank (do not guess).

First name
Blossom

Middle name
Y

Last name
Innocent Suffix

Other names

SSN
300 10 7598

Date of birth
Month 8 Day 10 Year 1989

Age range
 Under 18 18-24 25-34 35-44 45-54 55-64 65+

VESTAcount

Search all the Outreach projects you belong to plus all consenting clients across the system to see if the individual is already in VESTA. Search by last name and date of birth, or full SSN.

Last name innocent

Date of birth 8/10/1989

SSN

Cancel Search

Click a name to add data to that client.

Full Name	Other Names	Active At
Innocent, Blossom Y		

New person

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Known person (can't find through search)

- Same additional demographic fields to fill, but they will be empty
- On this observation form, only include name, age range, gender, and race/ethnicity if you know it. Don't guess
- If you don't know name, click "Interview without name" to have generic name generated

First name



Middle name

Last name
 Suffix


If this person won't tell you their name, click the button.
Interview without name

Other names

SSN

Date of birth 
Month Day Year


Age range
 Under 18 18-24 25-34
 35-44 45-54 55-64
 65+

Gender 
 Woman (Girl, if child)

Sending Record

- Sends if online

*You're **online** - saving your data to VESTA now...*

- Waits if offline

There are 1 unsent records, but you are offline

- After upload

Your recent entries on this device

Full name	Other names	Head of Household	Recorded on (Uploaded on)
Scientific, Icecream F		(self)	01/06/2026 (01/06/2026)

☰ Show my entries

👍 You have no



Enter your VESTA PIN:

1234

GO

List of entries


- After entering your PIN
- Does NOT retain answers or PII


VESTAaccount  

Enter a household/individual

Can you interact with this person?


Yes **No**

 **Show my entries**

 You have no unspent records

Your recent entries on this device

Full name	Other names	Head of Household	Recorded on (Uploaded on)
Innocent, Blossom Y		(self)	01/06/2026 (01/06/2026)
Test, Dave		(self)	01/06/2026 (01/06/2026)
Extreme, Chipotle R		(self)	01/06/2026 (01/06/2026)
Ablaze, R		(self)	01/06/2026 (01/06/2026)
Fluffy, X		(self)	01/07/2026 (01/07/2026)

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Next steps

- If you are helping with unsheltered PIT and need a VESTAcount account, [fill out this google form now](#)
 - We will set you up with an acct. You will then have to log in to sign user agreement, set password + security questions. Then we will approve your acct so you're good to go by day of the PIT.
- Reach out to me with any questions that arise
- If you are leading the PIT effort in your community and we haven't connected yet, please send me an email

Questions?