

Completing the “Prior Living Situation” field for CE intake

- To be eligible for the Coordinated Entry project, Category 1 homeless households must be homeless for at least one night. Therefore, if a household entered into a Street Outreach project or Emergency Shelter was not been homeless the night before, their CE intake should not be completed until the next day (Category 1 households being entered into the Alternate Portal must already have documentation of their homeless status).
- When completing the CE intake the next day, the answer will then reflect the homeless setting they stayed in the night before (place not meant for human habitation, emergency shelter, etc).
- Apart from eligibility, this is important because 1) the Chronic Homeless Estimator pulls from the Approximate Date homelessness started, which is a field only prompted for homeless settings, and 2) CE assessments points for time homeless points are based on CE intake answers.
- Note: Households eligible for CE based on being Category 2 or 4 do not have to follow above guidance since they are eligible for CE based on a homeless status other than Category 1. However, if a household entered into CE when Category 2 or Category 4 homeless later becomes Category 1 homeless, they should reach out to appropriate Regional Navigator or Youth Navigator about how to update record (for purpose of chronic homeless status, points for time homeless, and Quick Screen points if staying in a place not meant for human habitation). In these instances:
 - A new Quick Screen should always be recorded.
 - Household should be exited from CE, and complete a new intake with updated prior living situation answer (note: must be a new enrollment, not editing the response from prior enrollment).

This solution is to address when someone is entered into CE and prior living situation was not a homeless setting, but that setting changes during their time in CE. This solution aims to:

- Make sure households get points for time homeless, which are based on CE intake answers
- Get 46 Quick Screen points if they are staying in a place not meant for human habitation
- Assign months of homelessness on Chronic Homelessness Estimator, which looks to updated homeless setting answered in prior living situation of CE intake