

assessments are to be conducted with fidelity to the CoC's coordinated entry written policies and procedures. The coordinated entry process training curricula includes the following topics for staff conducting assessments:

- Review of CoC's written CE policies and procedures, including any adopted variations for specific subpopulations;
- Requirements for use of assessment information to determine prioritization; and
- Criteria for uniform decision-making and referrals.
- Process for informing participants to file a nondiscrimination complaint.
- Ensuring participants know they are allowed to decide what information they provide during the assessment process, to refuse to answer assessment questions and to refuse housing and service options without retribution or limiting their access to other forms of assistance.
- Conditions for participants to maintain their place in coordinated entry prioritization lists when the participant rejects options.

Prioritization:

The coordinated entry process prioritizes homeless persons within the CoC's geographic area. The following represents the uniform process to be used across the CoC for assessing individuals, matching them to an intervention, and within each category, prioritizing placement into housing. This will eliminate the need to complete multiple assessments with individuals, which is burdensome both for the person being assessed and conducting the assessment.

The VI-SPDAT will be the ONLY tool used to assess acuity for individuals and families at the point of entry (the triage tool (Policy Attachment 4) will be used prior to entry as part of the prevention/diversion process and to determine literal homelessness). The VI-SPDAT scores will be used to sort individuals into the category of the most appropriate housing intervention.

In accordance with HUD Notice CPD-016-11 (Policy Attachment 5), households scoring in the permanent supportive housing range will be prioritized in the following manner:

- First Priority – Homeless Individuals and Families with a Disability with Long Periods of Episodic Homelessness and Severe Service Needs

An individual or family that is eligible for CoC Program-funded PSH who has experienced fewer than four occasions where they have been living or residing in a place not meant for human habitation, a safe haven, or in an emergency shelter but where the cumulative time homeless is at least 12 months and has been identified as having severe service needs.

- Second Priority – Homeless Individuals and Families with a Disability with Severe Service Needs

An individual or family that is eligible for CoC Program-funded PSH who is residing in a place not meant for human habitation, a safe haven, or in an emergency shelter and has been identified as having severe service needs. The length of time in which a household has been homeless should also be considered when prioritizing households that need this order of priority, but there is not a minimum length of time required.

Household's length of time homeless will be determined by length of time as reported by homeless household during the VI-SPDAT assessment in combination with a review of their HMIS record. Households must be able to demonstrate history of homeless by producing required documentation.

- Third Priority – Homeless Individuals and Families with a Disability Coming from Places Not Meant for Human Habitation, Safe Haven, or Emergency Shelter Without Severe Service Needs

An individual or family that is eligible for CoC Program-funded PSH who is residing in a place not meant for human habitation, a safe haven, or an emergency shelter where the individual or family has not been identified as having severe service needs. The length of time in which households have been homeless should be considered when prioritizing households that meet this order of priority, but there is not a minimum length of time required.

Service needs will be identified by the acuity captured in the VI-SDPAT assessment. When applicable, portions of the SPDAT targeting the use of crisis services will be administered to the head of household if the household's needs are not accurately captured by the VI-SPDAT.

- Forth Priority – Homeless Individuals and Families with a Disability Coming from Transitional Housing.

An individual or family that is eligible for CoC Program-funded PSH who is currently residing in a transitional housing project, where prior to residing in the transitional housing lived in a place not meant for human habitation, in an emergency shelter, or safe haven. This priority also includes individuals and families residing in transitional housing who were fleeing or attempting to flee domestic violence, dating violence, sexual assault, or stalking and prior to residing in that transitional housing project

even if they did not live in a place not meant for human habitation, an emergency shelter, or a safe haven prior to entry in the transitional housing.

~~•—First Priority—Chronically Homeless (Policy Attachment 6), Individuals and Families with the longest history of homelessness and with the most severe service needs (Policy Attachment 7).~~

~~The chronically homeless individual or head of household of a family has been homeless and living in a place not meant for human habitation, a safe haven, or in an emergency shelter for at least 12 months either continuously or on at least four separate occasions in the last 3 years, where the cumulative total length of the four occasions equals at least 12 months with a disability.~~

~~Household's length of time homeless will be determined by length of time as reported by homeless household during the VI-SPDAT assessment in combination with a review of their HMIS/TBIN record. Households must be able to demonstrate history of homeless and documentation of disability.~~

~~Service needs will be identified by the acuity captured in the VI-SDPAT assessment. When applicable, portions of the SPDAT targeting the use of crisis services will be administered to the head of household if the household's needs are not accurately captured by the VI-SPDAT.~~

~~•—Second Priority—Chronically Homeless Individuals and Families with the longest history of homelessness~~

~~The chronically homeless individual or head of household of a family has been homeless and living in a place not meant for human habitation, a safe haven, or in an emergency shelter for at least 12 months either continuously or on at least four separate occasions in the last 3 years, where the cumulative total length of the four occasions equals at least 12 months.~~

~~Household's length of time homeless will be determined by length of time as reported by homeless household during the VI-SPDAT assessment in combination with a review of their HMIS/TBIN record. Households must be able to demonstrate history of homeless by producing required documentation.~~

~~•—Third Priority—Chronically Homeless Individuals and Families with the most severe needs~~

~~Service needs will be identified by the acuity captured in the VI-SDPAT assessment. When applicable, portions of the SPDAT targeting the use of crisis services will be administered to the head of household if the household's needs are not accurately captured by the VI-SPDAT.~~

~~• Forth Priority – All other chronically Homeless Individuals and Families~~

Prioritization Process for PSH:

For individuals that score 8 or above on the VI-SPDAT (Families that score a 9 or above), which signals a need for permanent supportive housing, the following criteria (only going to the next level as needed) will be used to break a tie between two or more individuals or families:

1. Chronic Homelessness – Documentation of the HUD Definition of Chronic Homelessness
2. Veteran Status – Documented Veteran Status
3. Score on Section D Wellness of the VI-SPDAT/F-VI-SPDAT.
4. Score on Section B Risks of the VI-SPDAT/F-VI-SPDAT
5. Score on Section C Socialization of the VI-SPDAT/F-VI-SPDAT
6. Date of VI-SPDAT/F-VI-SPDAT Assessment: The final tie breaker will be the date of the individual's assessment, giving priority to the earliest date of assessment.

Prioritization Process for Rapid Rehousing and Transitional Housing:

For individuals scoring 4-7 and families scoring 4-8 on the VI-SPDAT/F-VI-SPDAT, the following process will be used to prioritize for rapid rehousing placement (ESG, CoC, and Other RRH). Based on the quantity of available case management, rapid rehousing clients will be referred based on the acuity score and the same priorities of the PSH. Clients scoring in the PSH range may select the lower intervention of RRH.

Prioritization Process for Emergency Shelter:

In Accordance with HUD Coordinated Entry Notice: Section II.B.7 entry to emergency shelter ***will not be prioritized*** through CES, allowing for an immediate crisis response for individuals and families seeking emergency services.

Full SPDAT Process:

To provide a safety net for individuals that are presumed to be highly vulnerable but score too low on the VI-SPDAT to qualify for permanent supportive housing (ie, 7 individual and 8 families), those individuals would be recommended for full SPDAT assessment.

While the VI-SPDAT is a pre-screen or triage tool that looks to confirm or deny the presence of more acute issues or vulnerabilities, the SPDAT (or "full SPDAT") is an assessment tool looking at the depth or nuances of an issue and the degree to which housing may be impacted.