



# Coordinated Entry Training

TRAINING TITLES	GENERAL	ACCESS	NAVIGATION	ASSESSOR
CES Overview	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Access Training Part 1		<input checked="" type="checkbox"/>		
Access Training Part 2 *		<input checked="" type="checkbox"/>		
Navigation and Matching			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
VI-SPDAT Training *				<input checked="" type="checkbox"/>
HMIS New User		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
HMIS Access Data Entry		<input checked="" type="checkbox"/>		
HMIS Navigation Data Entry			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
CES Data Entry Exercise		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

HMIS New User and Exercise administered by Fresno Housing

\*Post Evaluation Required

Trainings provided by:  Poverello House

# CES TRAININGS SUMMARY

## CES OVERVIEW

### Objectives:

- Describe FMCOE, HUD, and components of CES
- Define why we use CES
- Identify and organize the various components within the CES workflow
  - access
  - diversion
  - assessments
  - prioritization
  - referral
  - housing placement and rapid resolution
- Receive overview of services provided by Domestic Violence provider

**Duration:** 4 hours

## ACCESS TRAINING 1 INTRODUCTION

### Objectives:

- Demonstrate understanding of Diversion
- Identify and organize the steps in the CES workflow
- Differentiate and identify the purpose of ROI's
- Define what an Access Site is
- Safety Planning for Domestic Violence situations

**Duration:** 4 hours

## ACCESS TRAINING 2 DATA COLLECTION

### Objectives:

- Differentiate and Identify the purposes of the following forms:
  - Initial Screenings (Adult vs. Children under 18)
  - Homeless Timeline
  - Coordinated Entry Data Elements
  - ROI

**Duration:** 4 hours

## NAVIGATION AND MATCHING

### Objectives:

- Understand roles for navigation
- Identify the BNL and its purpose
- Differentiate between chronic vs. non-chronic homelessness
- organize the steps required to submit a match
- Identify the documents needed to be considered "Document Ready"
- List resources in the community
- Understand services offered by Domestic Violence provider

**Duration:** 4 hours

## VI-SPDAT TRAINING

### Objectives:

- Define the acronym VI-SPDAT and the origin
- Differentiate the title and purpose of the various VI-SPDATS (family, youth 18-24, and single adult 25+)
- Describe the functions of the VI-SPDATS
- Demonstrate the ability to explain the purpose as well as administer a VI-SPDAT

**Duration:** 4 hours

## HMIS ACCESS DATA ENTRY

### Objectives:

- Review new client creation into the HMIS CES Project
- Understand data entry components needed for CES Access Entry
- Interim entry including CES Data Elements
- Demonstrations on how to create and enter notes.

**Duration:** 4 hours

## HMIS NAVIGATION DATA ENTRY

### Objectives:

- Review how to make a case plan, interim, submission of a VI-SPDAT and Match form
- Review how to add and remove a household member

**Duration:** 4 hours

## HMIS NEW USER & CES EXERCISE

### Objectives:

- Understand universal data elements
- Learn steps on how to create an individual and household
- Demonstrate your understanding of entering case plan notes, VI-SPDAT, Match forms through the service transactions.
- Demonstrate your understanding of interims and Coordinated Entry Data Element

**Duration:** 4 hours