

HMIS DOCUMENTS

This document outlines the revised documents for the Homeless Management Information System (HMIS) for the Kansas Balance of State Continuum of Care (CoC). Click [green](#) items for links.

HMIS POLICIES & PROCEDURES

Overall guiding document for HMIS, including our Data Quality Plan and guidance on Data Use & Security. Sent to new users prior to training.

DATA USE AGREEMENT

Outlines the uses for and security requirements for data shared from HMIS.

AGENCY LEVEL DOCUMENTS

- **AGENCY PARTICIPATION AGREEMENT**

- This document must be signed by the agency's Executive Director or CEO before the agency is added to Clarity.

- **USER LICENSE**

- This document must be signed by each member of an agency who wishes to gain Clarity access.

- **HMIS DATA COLLECTION NOTICE**

- Notice of HMIS data being collected at agencies that must be posted and explained to clients.

- **HMIS DATA PRIVACY NOTICE**

- Client-focused summary of HMIS data collection, privacy, and rights.

- **HMIS SECURITY CERTIFICATION CHECKLIST**

- Agency-level security checklist to be completed on an annual basis.

