



Home Page Dashboard Counts Reports

▶ 2455

▶ 154,178

Customize the HMIS Home Page Dashboard

Home > Home Page Dashboard

System News (50) My Agency News (0)

Date	Headline
09/10/2024	BusinessObjects is back online
09/09/2024	BusinessObjects Outage: Data Not Returning – Ticket Submitted
09/06/2024	HMIS Virtual Office Hours This FRIDAY!!!
08/02/2024	HMIS Virtual Office Hours This FRIDAY!!!
06/07/2024	HMIS Virtual Office Hours This FRIDAY!!!
05/03/2024	HMIS Virtual Office Hours This FRIDAY!!!

Add System News View All

▶ **Customize Home Page Dashboard**

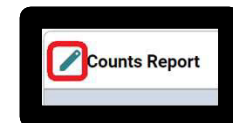
▶ Legal Notices

- Keep track of your clients using the Counts Report on your dashboard. To add a Counts Report to your dashboard, select the black arrow next to Customize Home Page Dashboard.
- To add the Counts report, click on the box with green plus sign pictured below.
- From there, customize your Counts Report by clicking the pencil and Edit Dashlet.

Customize Home Page Dashboard

Add Activity Referrals Preview Activity Referrals **Add Counts Report** Preview Counts Report Add Follow Up List

Preview Follow Up List Remove All



odifications.

Save Undo Changes

Counts Report

My Clients With NULL UDEs:	My Clients With Expiring ROIs:
0	0
My Clients With Recent Exits:	Shelters Below Capacity:
0	138

Refresh

Four quadrants can display 4 different Counts Reports to be added and customized will show up on your Home Page Dashboard. These include clients with NULL UDEs, clients currently checked into shelter, my clients with recent exits, my clients with expiring ROIs, and more! Don't forget to save.

Here are more examples of the reports you can add to the HMIS Home Page Dashboard. You must select your provider and check the box next to Including Subordinates. “Clients” reports will pull agency specific Counts Reports. “My Clients” reports will pull user specific Counts Reports (clients you have assigned yourself as a case manager). Agency Administrators have access to reports covering all end users within the agency.

The image shows two screenshots from the HMIS system. The left screenshot displays a list of reports under the heading "End User/Case Manager Reports". The report "My Clients With Expiring ROIs" is highlighted in blue. The right screenshot shows the "Edit Dashlet" configuration window. The "Report Name" dropdown is set to "Clients With NULL UDEs". The "Description" field contains the text "Lists all clients created by the specified providers that have a NULL Universal Data Element". The "Filters" section includes a message: "Date filtering is not applicable to this count report." Below this, the "Provider Type" is set to "Provider" (selected with a radio button). The "Provider" field is populated with "Homeless Leadership Alliance of Pinellas, Inc. (8190)". The "Including Subordinates" checkbox is checked. The window has "OK" and "Cancel" buttons at the bottom right.

End User/Case Manager Reports

- Clients Currently Checked Into A Shelter
- Clients With An Entry But No Exit**
- Clients With Expiring ROIs
- Clients With No Goals Set
- Clients With No Recent Case Activity
- Clients With No Recent Case Note
- Clients With No Recent Entries
- Clients With No Shelter Stays
- Clients With NULL UDEs
- Clients With Outstanding Referrals
- Clients With Recent Exits
- Clients With Unserved Needs
- Incoming Closed Referrals
- Incoming Referrals

My Clients

- My Clients Currently Checked Into A Shelter
- My Clients With A Follow Up Scheduled
- My Clients With An Entry But No Exit
- My Clients With Expiring ROIs**
- My Clients With No Goals Set
- My Clients With No Recent Case Activity
- My Clients With No Recent Case Note
- My Clients With No Recent Entries
- My Clients With No Shelter Stays
- My Clients With NULL UDEs
- My Clients With Outstanding Referrals
- My Clients With Recent Exits
- My Clients With Unserved Needs
- Outgoing Closed Referrals
- Outgoing Referrals
- Outstanding Incoming Referrals
- Outstanding Outgoing Referrals

Edit Dashlet

Top-Left | Top-Right | Bottom-Left | Bottom-Right

Report Name: Clients With NULL UDEs

Description: Lists all clients created by the specified providers that have a NULL Universal Data Element

Filters

i Date filtering is not applicable to this count report.

Provider Type* System Wide Provider Reporting Group

Provider* Homeless Leadership Alliance of Pinellas, Inc. (8190) [Search] [My Provider] [Clear]

Including Subordinates

[OK] [Cancel]

Running the Counts Report

Count Details

My Clients With NULL UDEs

Client ID	Last Name	First Name	Middle Name	Suffix	Date of Birth	Race	Secondary Race (if provided)	Ethnicity
165	Graham	Aubrey	Drake		10/24/1986			
166	Star	Mazzy			02/28/2023			
164	Swift	Taylor			12/13/1989	White (HUD)	White (HUD)	Non-Hispanic/Non-La

Download Full Report

Showing 1-3 of 3

Counts Report

My Clients With NULL UDEs:	Clients With NULL UDEs:
3	197

Refresh

Once your counts reports are up, you can click on the number in the dashlet to open the report and view the information. Users can also download the full report in a CSV file which can easily be converted to excel. The last step is to save your changes to the home page dashboard at the top of the screen as shown on page 3.