



HMIS Policies and Procedures Compliance Checklist

Agency Name: _____

_____ (Int.) Agency has received a copy of the CoC Operating Policies and Procedures

_____ (Int.) Agency has a fully executed Agency Participation Agreement

_____ (Int.) Agency has a Board-approved Confidentiality Policy governing HMIS Privacy and Security Standards

_____ (Int.) Agency has assigned an HMIS Agency Administrator with an executed agreement

_____ (Int.) Agency has assigned an HMIS Security Officer with an executed agreement

_____ (Int.) Agency has submitted all End User criminal background checks

_____ (Int.) Agency has provided End Users with the HUD Data Elements

_____ (Int.) Agency has provided End User with training on the HUD definition of homelessness and the priority of homelessness documentation

_____ (Int.) Agency and End Users understand and will comply with the CoC Data Quality Plan

Agency Official Printed Name

COC Official Printed Name

Agency Official Signature

COC Official Signature

Date (mm/dd/yy)

Date (mm/dd/yy)