

## Q & A For HMIS 0260 Report Training

- **Q: Do you change your start time to AM on the start/end date on the prompts in ART?**
  - A: No, let it go to the default which is 12AM
- **Does the provider pull everyone in?**
  - A: No, only who you chose. Make sure you know what programs you need to see and don't need to see in your reports.
- **Q: If you schedule a report, does it pull for the next month if you select "monthly"?**
  - A: The report doesn't change the time period. It will pull the same time period over and over.
- **Q: Is there any way to identify that a client is a child?**
  - A: Group ID shows this in a Household.
- **Q: Do we go and add end dates to those multi records?**
  - A: Yes! Close them the day before the new records was created.
- **Q: Should we always look up the duplicate records?**
  - A: If it's not showing here as two records, it's fine. Not the highest priority. A killing time kind of project!
- **Q: Do we have to run the 0260 report?**
  - A: You are not required to run it, but it is good report to run to see your Data Quality.