

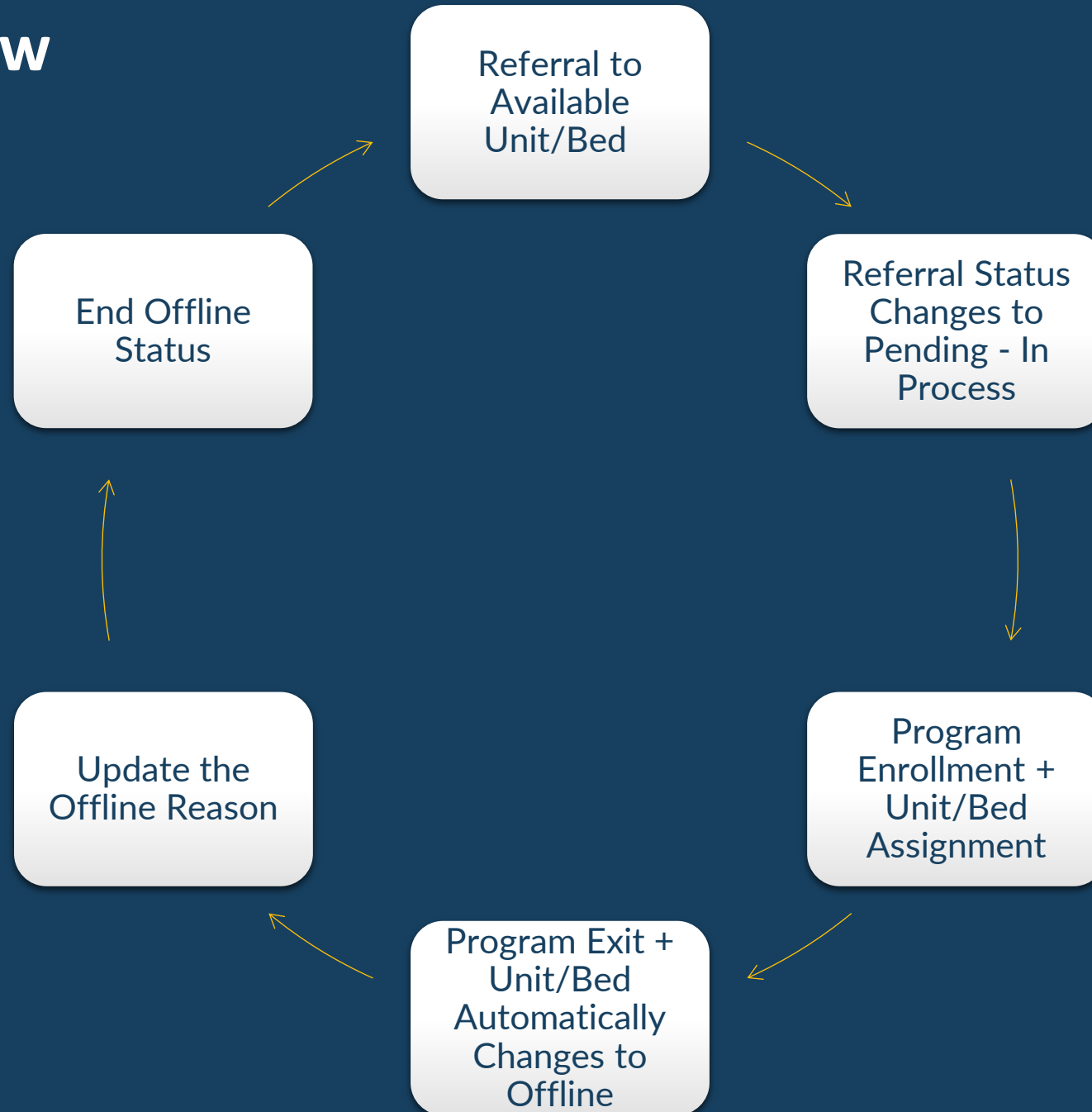


Family Temporary Shelter

ONE System Training

Updated September 2026

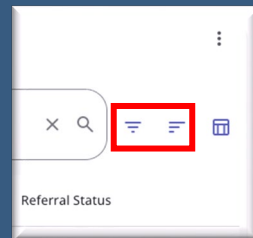
Workflow



Referral from Access Point

- Monitor the Incoming Referrals tab for new families who are referred to your program
- The referral is **only made for the Head of Household (HoH)** they will be the only household member listed on the referral

Search filters allow you to refine your search



Referrals
Referrals for TRAIN - Five Keys Charter Schools & Programs

Incoming Referrals

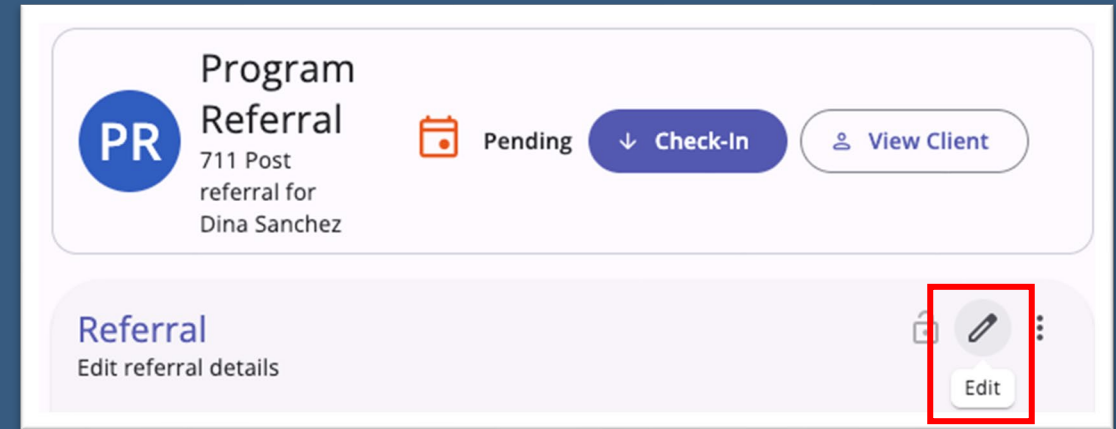
View a list of the incoming referrals for TRAIN - Five Keys Charter Schools & Programs

Referral Status: 2 selected

Client	Program
June Leonard Referred by TRAIN - Five Keys Charter Schools & Programs	Five Keys - TAY IBV RRH - Prop C TRAIN - Five Keys Charter Schools & Programs
Annie Test Referred by TRAIN - 311	Embarcadero SAFE Navigation Center - GF+HEAP TRAIN - Five Keys Charter Schools & Programs

Pending - In Process

- Indicate that you have received the referral by changing the referral status to **Pending – In Process**
- Change the referral status by clicking on the pencil icon within the client's referral
- Then change the **Current Status** to Pending In-Process, update the Status Date and click SAVE



Program Referral

711 Post referral for Dina Sanchez

Pending

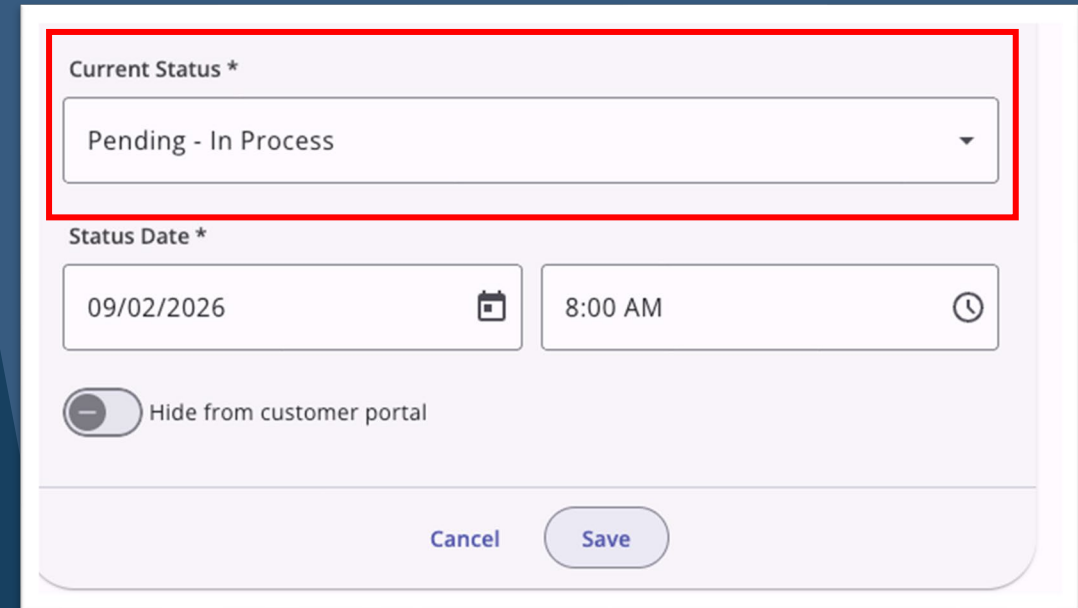
Check-In

View Client

Referral

Edit referral details

Edit



Current Status *

Pending - In Process

Status Date *

09/02/2026

8:00 AM

Hide from customer portal

Cancel Save

Denying Referrals

- Deny the referral if a client refuses placement or doesn't show
 - Denied by Type:
 - Denied by Reason
 - Current Status: Denied
 - Denial Information: *please write in additional details*
 - Send to Community Queue: **No**

This step is very important! If not denied, beds will continue to show as Pending Occupancy

Denied by Type *

Client

Denied by Reason *

Client did not show up or call

Current Status *

Denied

Denial Information *

↶ ↷ **B** *I* | :≡ :≡

Client did not show up for intake

Send to Community Queue *

☒ No ☐ Yes

Accepting Referrals

- Check and add ROI, if missing
- Review and update client profile including household members
- Enrolling into the program completes the referral
- For non-congregate referrals, all household members should be enrolled together
- Bed/Unit will already be assigned

Household Composition

From the client's household page:

- Confirm the household composition is correct
- Add or remove people if needed

The screenshot displays the Bitfocus client record interface for 'Pablo Test'. The top navigation bar includes 'REFER', 'ACCEPT', 'ENROLL', and 'PLACE'. The sidebar on the left contains a list of menu items: Profile, Privacy, Household (highlighted with a red box), History, Programs, Services, Assessments, and Units/Beds. The main content area shows the 'Current household members' section, which lists 'Pablo Test' (Husband) and 'Annie Test' (Wife). Below this, there are sections for 'Former household members' (1 member) and 'Previous household history' (0 members).

PT Pablo Test
You are currently viewing the Client Record pages for Pablo Test.

Current household members
Active members of this client's household

- PT** Pablo Test
Husband
- AT** Annie Test
Wife

1 - 2 of 2

Former household members
Other clients that are no longer in this household 1

Previous household history
Other households that this client is no longer a member of 0

Add/Remove Household Members

From the client's household page:

- Click the  button to search for new or existing household members
- Search for a client by UI, name, SSN or DoB
- If adding, select the household member's relationship to the HoH and household join date
- If removing, select the household member's exit date.



Add Household Member
Add Pablo Sandoval to household

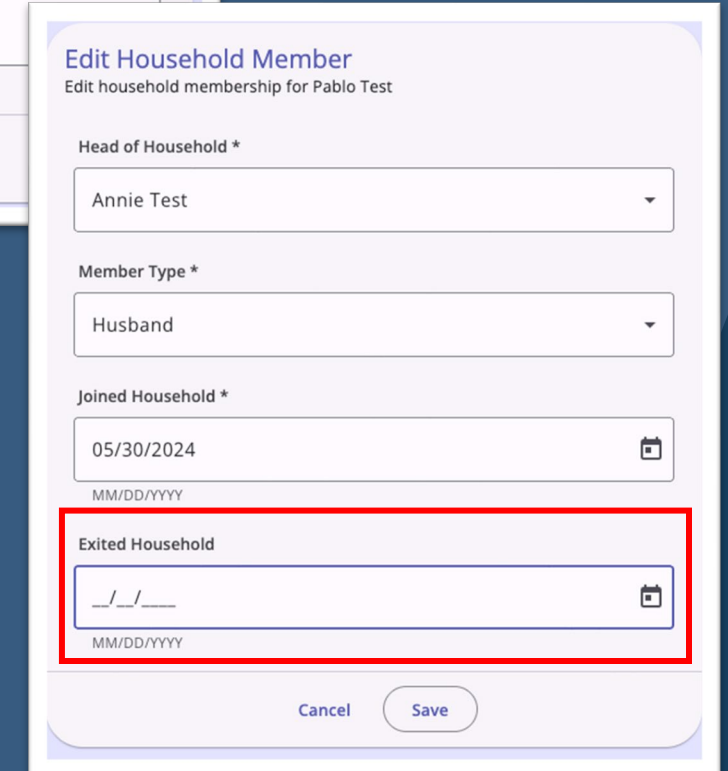
Member Type *

Husband

Joined Household *

09/02/2026
MM/DD/YYYY

Cancel Save



Edit Household Member
Edit household membership for Pablo Test

Head of Household *

Annie Test

Member Type *

Husband

Joined Household *

05/30/2024
MM/DD/YYYY

Exited Household

MM/DD/YYYY

Cancel Save

Accepting Referrals - Check and add ROI

- Check for current ROI
- Add ROI if missing or permission not provided

AT Annie Test
You are currently viewing the Client Record pages for Annie Test.

No Contact Information

ROI Missing

AT Annie Test
You are currently viewing the Client Record pages for Annie Test.

Profile

Privacy

Household

History

Programs

Releases of information
View ROIs for Annie Test

Yes System CA-501 4/1/29 End Date

1 - 1 of 1

Add a new ROI through the privacy tab on the client menu

Accepting Referrals – Review and Update Client Profile

- Ensure client profile is up to date and complete

The screenshot shows a web interface for managing a client profile. On the left is a sidebar with navigation links: Profile (selected), Privacy, Household, History, Programs, Services, Assessments, Units/Beds, and Care Team. The main content area is titled 'Annie Test' and 'Client profile information'. It contains several form fields: Social Security Number (masked as xxx-xx-8290), Quality of SSN (Full SSN Reported), First name (Annie), Last name (Test), Middle name (empty), Suffix (Select), Quality of Name (Full name reported), and Quality of DOB (Full DOB Reported). A red box highlights the 'Edit' button, which is represented by a pencil icon and the word 'Edit'.

Accepting Referrals

The screenshot displays the Bitfocus interface for a client named Annie Test. The top navigation bar includes tabs for REFER, ACCEPT, ENROLL, and PLACE. The main content area is divided into a left sidebar and a right main panel. The sidebar contains links for Profile, Privacy, Household, History, and Programs, with the Programs link highlighted by a red box. The main panel shows the 'Program enrollments' section, which includes a search bar, a list of enrollments, and a red box highlighting a '+' button in the top right corner. The enrollment list shows one entry: 'ECS: Mobile Access Point Coordinated Entry' with an exit date of '7/10/26'.

AT Annie Test
You are currently viewing the Client Record pages for Annie Test.

Profile
Privacy
Household
History
Programs

Program enrollments
Program enrollment history for Annie Test

Search

> **EM** ECS: Mobile Access Point Coordinated Entry 7/10/26 Exit Date

1 - 1 of 1 | < >

Accepting Referrals

Add program enrollment

1 Select program

Available Programs

Select the program for the enrollment

Name	
ES	Embarcadero SAFE Navigation Center - GF+HEAP Site H
FK	Five Keys - Rapid Rehousing - Prop C
FK	Five Keys - Rising Up Rapid Rehousing - Prop C
FK	Five Keys - TAY IBV RRH - Prop C
FK	Five Keys - TAY Rapid Rehousing - Prop C
ND	Next Door Shelter Site S

11 - 16 of 16

Next

Shows you're enrolling in the correct program

Add program enrollment

Select program

2 Include household members (optional)

Select members (optional)

You can select other household members below to add to the enrollment or just leave this empty and save to continue.

Household Members

Annie Test

☒ Pablo Test

Back

Next

Select household members for people sharing a unit

REFER

ACCEPT

ENROLL

PLACE

Unit/Bed Assignment

- Unit/Bed will already be assigned
- Unit/Bed assignment only shows in the HoH record

The screenshot displays the Bitfocus software interface for a client named "Annie Test". The top navigation bar includes tabs for "Assessments", "Notes", "Units/Beds" (which is selected), "Files", "Forms", "Assigned Staff", and "Exit". The "Units/Beds" section is titled "Units/Beds" and includes a sub-header "Manage agency-level occupancy and view all units/beds for Annie Test." Below this, there is a search bar and a table with the following columns: "Unit / Bed", "Start Date", and "End Date". The table contains one entry: "B1 Bed 139 (311 | Female | Upper) Next Door" with a start date of "8/17/26" and an end date of "(No value)". The interface also shows a sidebar with various icons and a top right corner with a "No Contact Information" button.

Unit / Bed	Start Date	End Date
B1 Bed 139 (311 Female Upper) Next Door	8/17/26	(No value)

Changing Beds/Units

Changing Beds/Units



Staff can move family to a different unit/bed



End stay in current unit/bed
Action: Enter end date



Assign to new unit/bed
Action: Click *Add Unit/Bed*

Changing Beds/Units

End Current Bed/Unit Stay

- Add an end date to the current bed/unit

The screenshot shows the 'Units/Beds' section of a software interface. The 'Units/Beds' tab is selected and highlighted with a red box. Below it, a table lists units. The first entry is 'Bed 139 (311 | Female | Upper) Next Door' with a start date of '8/17/26' and no end date. An 'Edit' button is highlighted with a red box. A modal window titled 'Unit/Bed Occupancy' is open, showing the 'End Date & End Time' field with a date of '08/18/2026' and a time of '6:15 PM', both highlighted with a red box. The modal also shows the start date and time as '08/17/2026' and '4:30 PM'.

Assign to a New Bed/Unit

- Assign the HoH to a new bed/unit
 - Start date should not overlap with end date of old bed/unit

The screenshot shows the 'Unit/Bed Occupancy' modal window. The 'Add' button is highlighted with a red box. The modal displays the 'Start Date & Start Time' as '08/18/2026' and '1:15 PM'. The 'End Date & End Time' fields are empty. The 'Eligibility Override' checkbox is checked. The 'Include Partially Available Units' checkbox is unchecked. The 'Available Units / Beds' dropdown is set to 'Adult Primary CE Assessment (05/28/2026)'. The modal also shows 'Cancel' and 'Save' buttons.

Exits

Exiting Client from Unit/Bed

- Exits should occur when a family is no longer staying at the shelter
- Exiting from a program will automatically exit HoH from the unit/bed
 - Complete an exit for all household members

AT Annie Test
Expand this section to view more details about the client that this program enrollment is for.

No Contact Information

ND Next Door Shelter
TRAIN - Five Keys Charter Schools & Programs
Emergency Shelter - Entry Exit

8/17/26 - Active
2 days ago

< 35 Units/Beds Files Forms Assigned Staff **Exit** >

Program enrollment: Exit
Exit Annie Test from Next Door Shelter

+
Add

1 Include household members (optional)

Select members (optional)
You can select other household members belong to this household

Household Members

✓ Pablo Test

Make sure to include all relevant family members when exiting household

Units/Beds
Manage agency-level occupancy and view all units/beds for Annie Test.

Unit / Bed	Start Date	End Date
B1 Bed 139 (311 Female Upper) Next Door	8/17/26	8/18/26

Household Exits Reminder

→ Be sure to include (toggle on) relevant Household Members when exiting household from program*

*If exiting the Head of Household only, be sure that a new HoH is designated, and that the remaining members have their relationship to the new HoH updated. If program is using Inventory, the unit should be assigned to the new HoH as the first step.

... > Programs > 90-Day

AT Annie Test
Expand this section to view more details a

9F 90-Day Family UA
TRAIN - Compass
Emergency Shelter -

< Events

Program enrollment
Exit Annie Test from 90-Day F

Add an exit

1 Include household members (optional)

Select members (optional)
You can select other household members below to add to the exit o

Household Members

✓ Pablo Test

Next

Exit Reason and Destination

- Exit Reason and Destination must be entered
- Exit Reason and Destination should align

Example: If Exit Reason is “Exit to Permanent Housing”, then Destination should reflect permanent housing

Some common Reason and Destination combinations

Exit Reason	Destination
48- Hour Bed Abandonment	No Exit Interview Completed
Intersystem Transfer	Emergency Shelter
Exit to Permanent Housing	Rental by Client, with Housing Subsidy
Exit to Transitional Housing	Transitional Housing
Exit to Institutional Setting	Hospital
	Substance Use Treatment

Unit/Bed Status

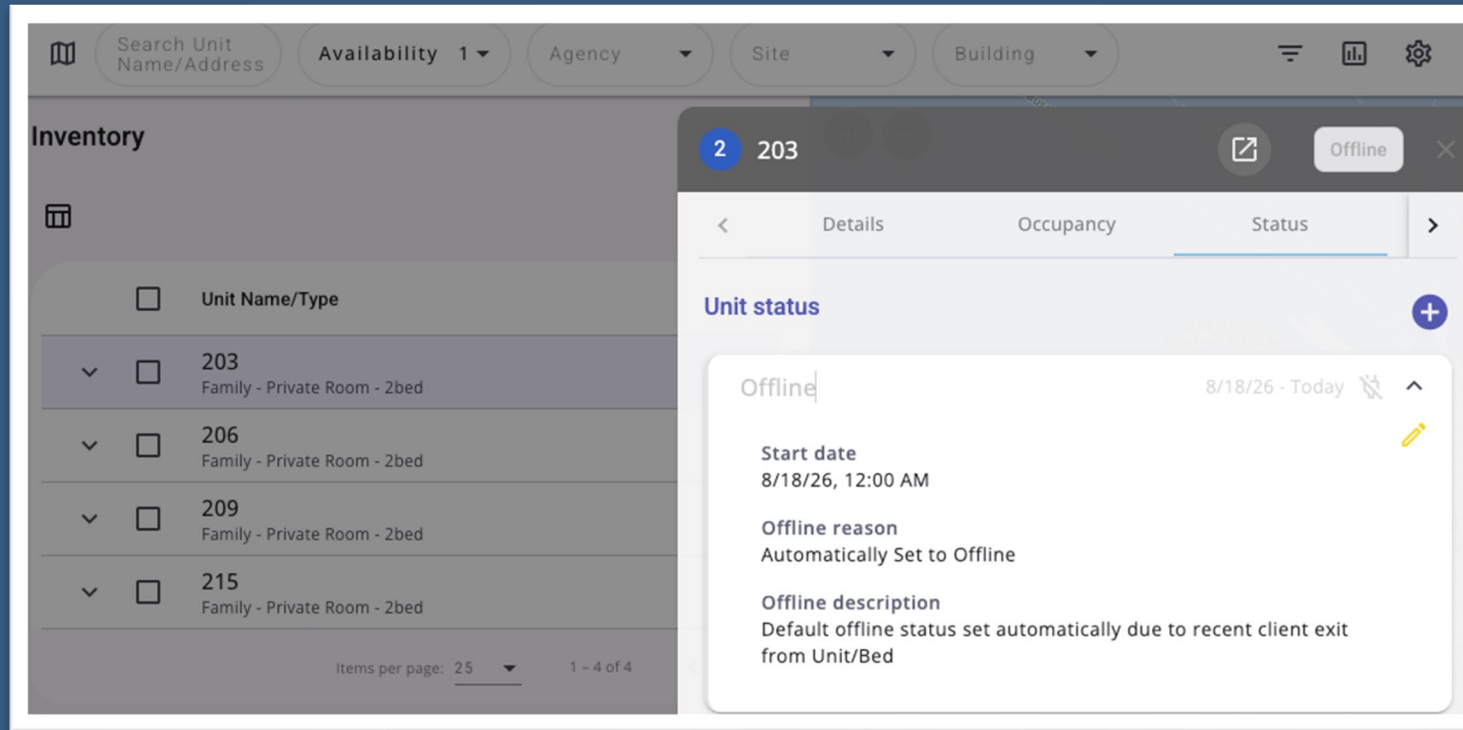
Unit/Bed Status/Availability

- *Unit Status* can be changed from the dashboard
- Provides the ability to reflect a unit's status in real-time

Status	Availability	Description
Active	Available	Bed/unit is available to receive guest
	Occupied	Guest is living in the bed or unit
	Pending Occupancy	Bed/unit has a pending referral connected to it
Offline		Bed/unit is temporarily unavailable (e.g., due to needed maintenance).
Inactive		Bed/unit not available for referral for the foreseeable future (e.g., used as an office). <i>Call or email help desk to set to inactive or if accidentally made inactive.</i>

Automatic Offline Functionality

- The system will automatically switch the unit/bed to offline when a family is exited from the program.



Updating Offline Reason and Description

- Open the *Display Card* for the unit
- Edit by clicking pencil icon
- Update Offline Reason and Description

The image shows a screenshot of the Bitfocus interface. On the left, a 'Unit status' display card is visible, showing 'Offline' status for '8/18/26 - Today'. A red box highlights a pencil icon in the top right corner of the card, indicating the edit function. On the right, an 'Offline' modal is open, allowing for updates. A red box highlights the 'Offline reason' and 'Offline description' fields. The 'Offline reason' is set to 'HSG/SHLTR - Janitorial/Maintenance' and the 'Offline description' is 'Unit needs to be cleaned'. Below these fields are input boxes for 'Start date' (8/18/2026), 'Start time' (12 : 00 AM), 'End date', and 'End time'. At the bottom right of the modal, it says 'Current instance time: 9/2/26, 3:37 PM' and has 'Cancel' and 'Save' buttons.

Unit status

Offline 8/18/26 - Today

Start date
8/18/26, 12:00 AM

Offline reason
Automatically Set to Offline

Offline description
Default offline status set automatically due to recent client from Unit/Bed

Offline 8/18/26 - Today

Status
Offline

Offline reason
HSG/SHLTR - Janitorial/Maintenance

Offline description
Unit needs to be cleaned

Start date
8/18/2026

Start time
12 : 00 AM

End date

End time

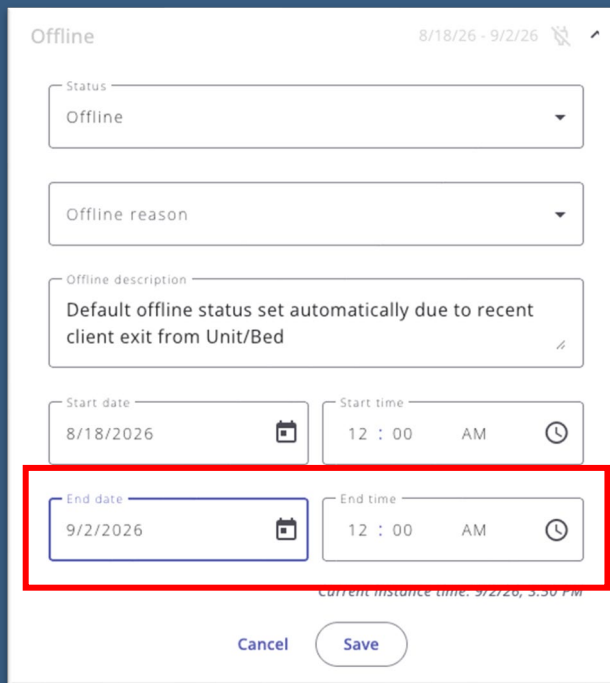
Current instance time: 9/2/26, 3:37 PM

Cancel Save

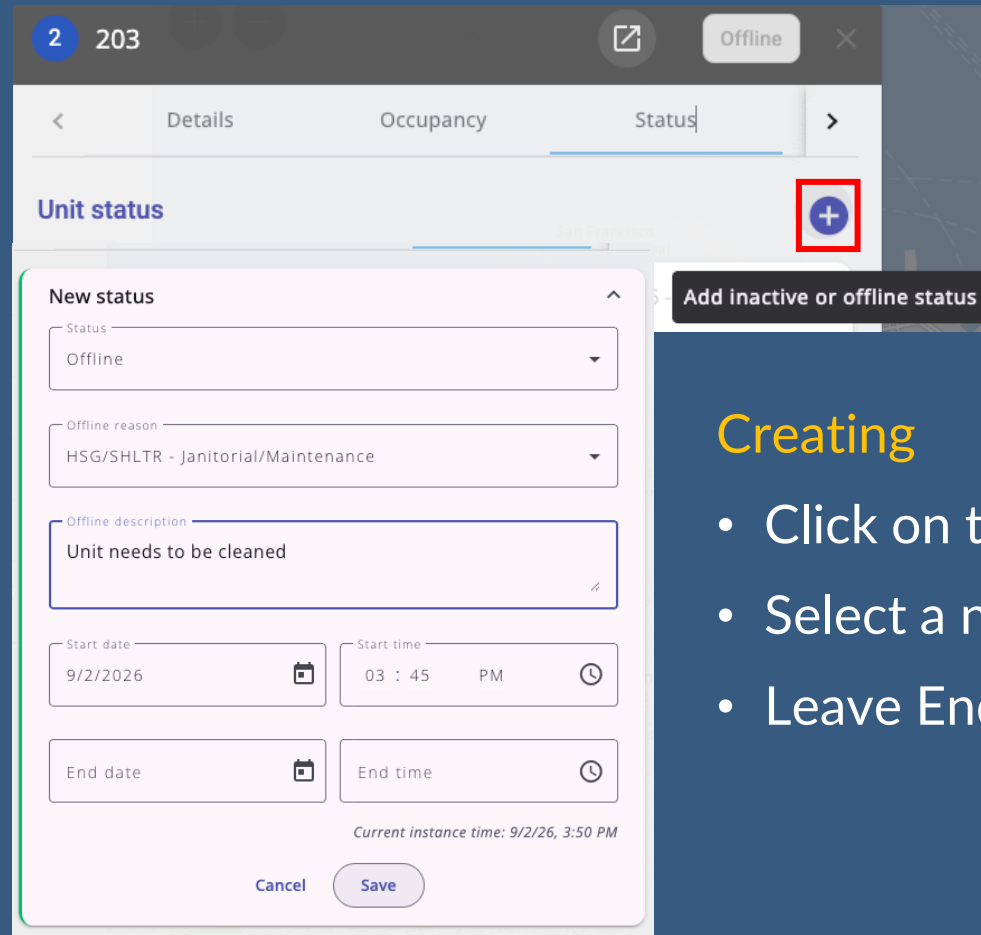
Ending or Creating Offline Status

Ending

- Click on the pencil icon
- Enter End Date



The screenshot shows the 'Offline' status form. The 'End date' field is highlighted with a red box and contains the date '9/2/2026'. The 'Start date' is '8/18/2026'. The 'Status' is 'Offline'. The 'Offline reason' is 'Default offline status set automatically due to recent client exit from Unit/Bed'. The 'End time' is '12 : 00 AM'. The 'Current instance time' is '9/2/26, 3:50 PM'. There are 'Cancel' and 'Save' buttons at the bottom.



The screenshot shows the 'New status' form. The 'Status' is 'Offline'. The 'Offline reason' is 'HSG/SHLTR - Janitorial/Maintenance'. The 'Offline description' is 'Unit needs to be cleaned'. The 'Start date' is '9/2/2026'. The 'Start time' is '03 : 45 PM'. The 'End date' and 'End time' fields are blank. The 'Current instance time' is '9/2/26, 3:50 PM'. There are 'Cancel' and 'Save' buttons at the bottom. A purple (+) sign is highlighted with a red box in the top right corner of the form, and a tooltip 'Add inactive or offline status' is visible next to it.

Creating

- Click on the purple (+) sign
- Select a new status
- Leave End Date blank

Services to Track Family Shelter Lengths of Stay & Extensions

Family Shelter Expected Exit Date

Service Name	Service Items	Agencies
Family Shelter Expected Exit Date (only create once and update as extensions are approved)	- Enter the expected exit date in the Event Date field (when extensions are granted, find original service in the client History tab and update Event Date to the new expected exit date and document the dates of each new extension in text box). Client level service: not completed within program enrollment	- Catholic Charities CYO - Compass Family Services - Hamilton Families - Homeless Prenatal Program - Mission Action - Providence Foundation - Raphael House - Salvation Army

If a family transfers to a new shelter and is granted an extension, the new shelter should find the existing *Expected End Date* service in the client's history tab and update its event date to the new exit date.

How to Submit a Client Level Service

From the client's profile page

1. Click on the Services Tab
2. Click on the (+) icon
3. Click on Service Name from the available services list

The screenshot displays the Bitfocus interface for a client named Annie Test. The left sidebar contains navigation tabs: Profile, Privacy, Household, History, Programs, **Services** (highlighted with a red box), and Assessments. The main content area is titled 'Client services' and includes a search bar and a list of available services. A red box highlights the '+' icon in the top right corner of the 'Client services' section. A second red box highlights the 'Family Shelter Expected Exit Date (only create once and update as extensions are approved)' service in the list. A yellow box labeled 'Service Name' with an arrow points to this service. At the bottom right, a 'Next' button is highlighted with a red box. The page number '28' is visible in the bottom right corner.

AT Annie Test
You are currently viewing the Client Record pages for Annie Test.

Client services
Manage agency-level services / view service history for Annie Test

Search

Available Services
Select a service

Name ↑

- BN** Bed Night Services- ES
Housing
- Do** Denial of Service: Arbitration Outcome
Other
- Do** Denial of Service: Arbitration Scheduled
Other
- Do** Denial of Service: Hearing Outcome
Other
- Do** Denial of Service: Hearing Requested
Other
- FS** Family Shelter Expected Exit Date (only create once and update as extensions are approved)
Case Management
- LL** Landlord Liaison Services
Housing Search and Placement
- ND** Non-Immediate Denial of Service
Other
- SO** SSHP Outreach
Other
- UC** Unique Circumstances
Other

1 - 10 of 10

Next

28

How to Submit a Client Level Service

From the client's profile page

4. Select the service item
5. Adjust the event date to the expect exit date
6. Click Save
7. Find Submitted Service in the History tab

3 Provide service

Provide service

Provide Enter the expected exit date in the Event Date field (when extensions are granted, find original service in the client History tab and update Event Date to the new expected exit date and document the dates of each new extension in text box) from the Family Shelter Expected Exit Date (only create once and update as extensions are approved) service

Date

Event Date *

08/19/2026

MM/DD/YYYY

Notes

Note

← → **B** *I* @ := !=

Cancel Save

Back

90-day Shelter Extension Services

Service Name	Service Items	Programs
Shelter Length of Stay 90-Day Extensions	1. Family Extension Review Meeting 2. Family Shelter Extension Response Letter Issued, Approved and Uploaded to ONE (Medical) 3. Family Shelter Extension Response Letter Issued, Approved and Uploaded to ONE (Transitional Housing Placement Pending) 4. Family Shelter Extension Response Letter Issued, Approved and Uploaded to ONE (Housing Pending) 5. Family Shelter Extension Response Letter Issued, Approved and Uploaded to ONE (Housing Barriers) 6. Family Shelter Extension Response Letter Issued, Denied and Uploaded to ONE (Provide full justification in text box.)	• Catholic Charities: St. Josephs Family Center • Compass Family Services: Compass Family Shelter • Compass Family Services: 90-Day Family UAV - GF • Hamilton Families: Hamilton Family Residence • Hamilton Families: Hamilton Family Emergency Center (HFEC) • Homeless Prenatal Program: HPP PATH Emergency Housing • Mission Action: Buena Vista Horace Mann Family Shelter (Stay Over) • Providence Foundation: Providence Oasis Family Shelter • Raphael House Residential Shelter Program • Salvation Army: Harbor House

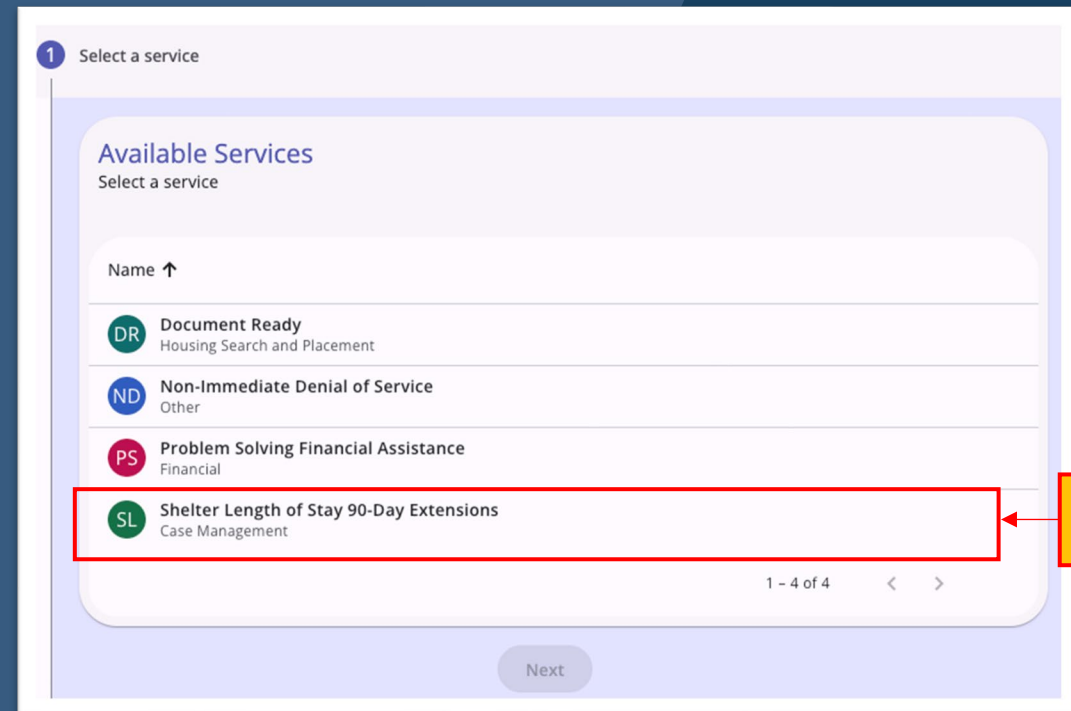
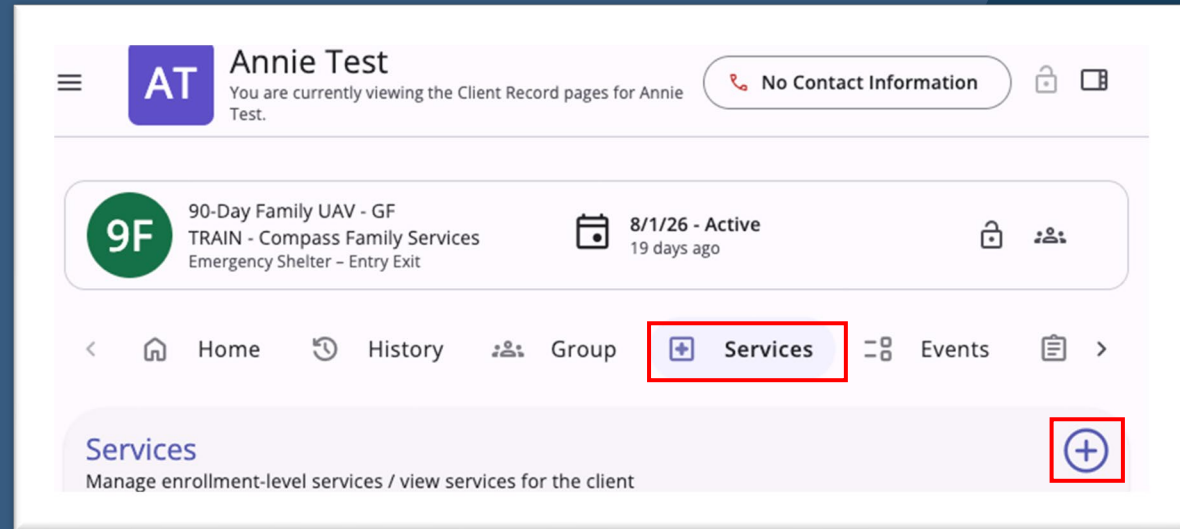
30-day Shelter Extension Services

Service Name	Service Items	Programs
Shelter Length of Stay 30-Day Extensions	1. Family Extension Review Meeting 2. Family Shelter Extension Response Letter Issued, Approved and Uploaded to ONE (Medical) 3. Family Shelter Extension Response Letter Issued, Approved and Uploaded to ONE (Temporary Shelter or Transitional Housing Placement Pending) 4. Family Shelter Extension Response Letter Issued, Approved and Uploaded to ONE (Housing Pending) 5. Family Shelter Extension Response Letter Issued, Denied and Uploaded to ONE (Provide full justification in text box.)	• Compass Family Services: 14-Day Family UAV - GF

How to Submit a Service

While within a program enrollment

1. Click on Provide Services Tab
2. Click on the (+) icon
3. Click on Service Name



How to Submit a Service

While within a program enrollment

4. Click on the appropriate Service item
5. Adjust for appropriate date and write note
6. Include group members (if appropriate)
7. Click Save
8. Find Submitted Service in the History tab within program enrollment

3 Provide service

Provide service

Provide All Required Documents Posted for Housing Referral from the Document Ready service

Date

Start Date *

08/19/2026

MM/DD/YYYY

End Date *

08/19/2026

MM/DD/YYYY

Notes

Note

↩ ↪ B I @ := !=

Group Options

Include group members

✓ Pablo Test

Cancel Save

Family Shelter Extensions File Uploads

Family Shelter Extensions File Uploads

The screenshot displays the Bitfocus client interface for 'Annie Test'. On the left, a sidebar lists various tabs: Profile, Privacy, Household, History, Programs, Services, Assessments, Units/Beds, Care Team, Notes, Alerts, and Files. The 'Files' tab is highlighted with a red box. The main area shows the 'Client files' section with a search bar and a list of files. A red box highlights a '+' button in the top right corner of the 'Client files' section. A 'New File' modal is open, showing the 'Category' dropdown set to 'Family Shelter Extensions' and the 'Predefined Name' dropdown set to 'Family Shelter Extension Response Letter- Granted, On Tra...'. The 'File' section shows a PDF file named 'TEST.pdf' (8.2 KB) with a red box around the 'Save' button at the bottom right.

How to Add a New File

1. Select the file tab from the client's profile
2. Click on the (+) button to add a new file
3. Select the *Family Shelter Extensions* file category and the *Predefined Name* that matches the file you are uploading
4. Click *Select File* to select the file you want to upload
5. Click Add Record to complete the upload

You can now view your file in the Client's file tab, it will also include the upload date/time and identify the uploader.

Shelter Length of Stay Exit Reason

Shelter Length of Stay Exit Reason

---> Client enrollments that end due to a length of stay end will use the exit reason: “Shelter Length of Stay Ended”

Program enrollment: Exit
Exit data collection for Annie Test

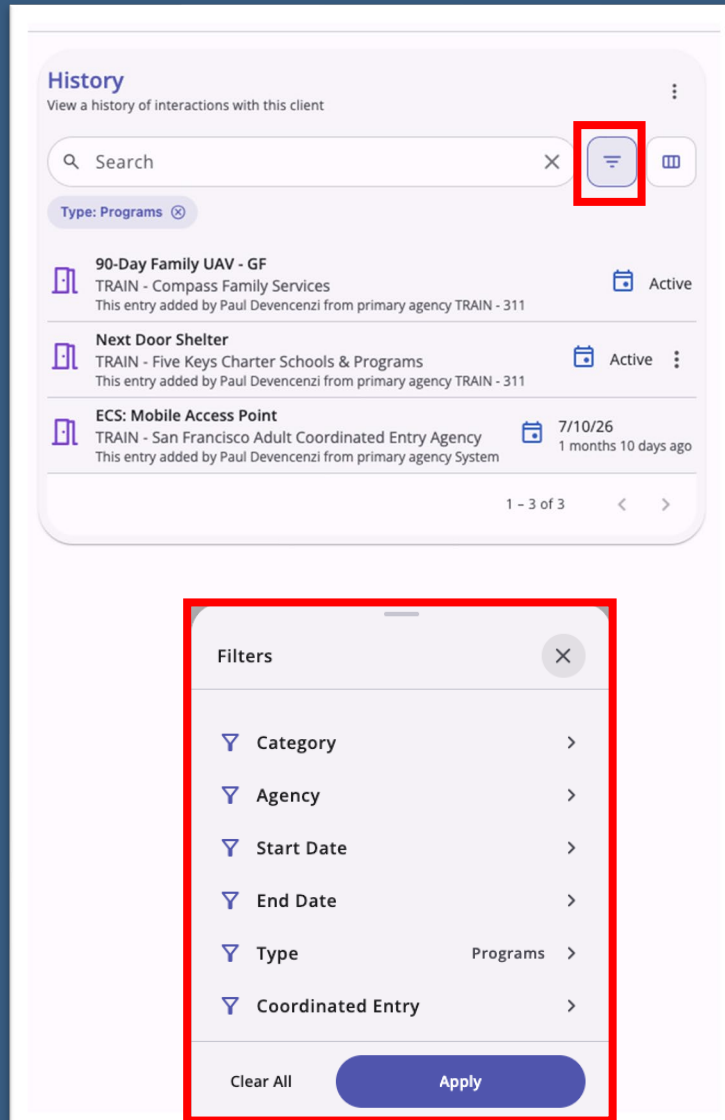
Program Exit Date *
08/19/2026

Exit Reason
Shelter Length of Stay Ended

Destination *
Select

Determining Continuous Length of Stay through the History Tab

Determining Length of Stay



→ You will sometimes need to determine a client's continuous length of stay if they transferred from another shelter program

→ This will also help determine the expected exit date

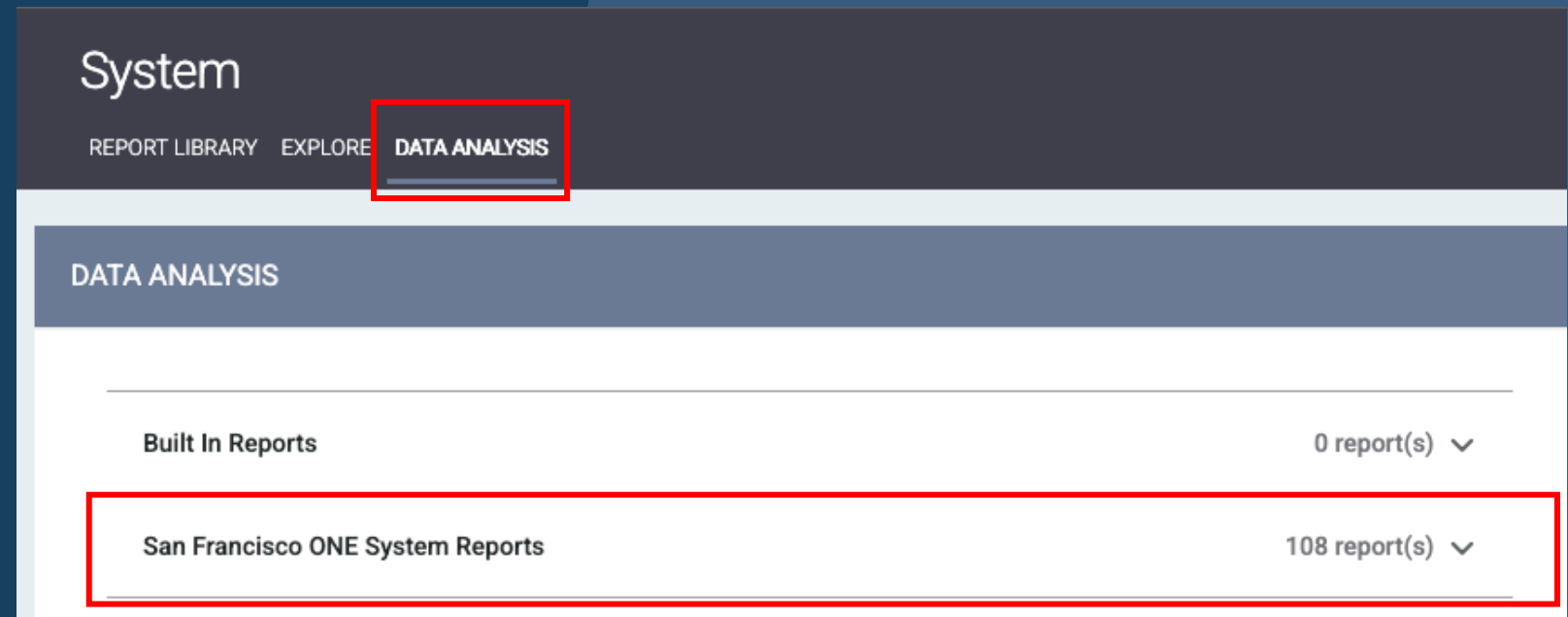
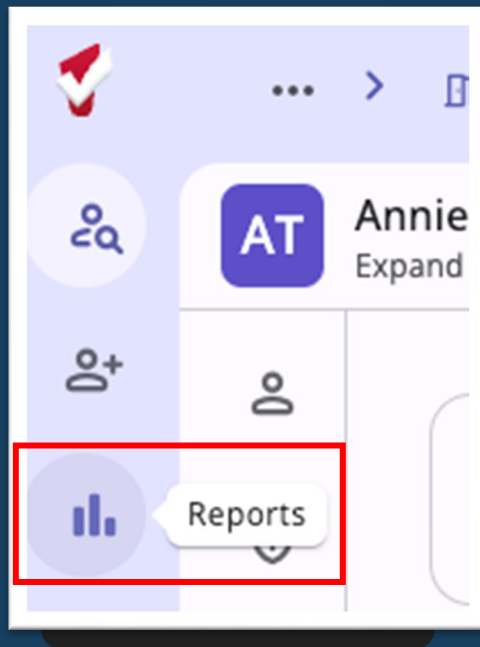
→ Use the History Tab to track the HoH's length of time spent in Family Housing Shelter programs.

1. Go to the History Tab
2. Click on the *filter* icon next to the History search bar
3. Select the Type filter, and filter on *Programs*, then click apply
4. The history will now only show program enrollments

Helpful Reports

Inventory Reports

- Located under the *Data Analysis Tab*



Shelter and Transitional Housing Bed/Unit Roster

- Located under the Coordinated Entry for Families section

*Temporary Shelter for Families	
Family Shelter & Transitional Housing Bed/Unit Roster	▶ RUN
Family Shelter Length of Stay: Expected Exit and Extension Services	▶ RUN

Shelter & Transitional Housing Bed/Unit Roster

- Roster organized by bed/unit number
- All beds/units in your buildings with associated status
- If bed/unit is occupied, the HoH is listed

Family Shelter & Transitional Housing Bed/Unit Roster (Training Version) just now

Is this housing or shelter/navigation center? ☐ Building Name * Building Status Current Availability Building UCT

13
Total Units

	Current Availability	Unit Availability Status
1	Available	12
2	Offline	1
Totals		13

Building	Bed/Unit Name	Unit configuration	Offline Reason	Current Availability	Offline Description	Head of Household	Unique Identifier	ONE Profile link	Occupancy Start Date
1	Compass Clara House	001	Family - 1BR	Occupied		Jane Doe	001AF25648		
2	Compass Clara House	002	Family - 2BR	Available					
3	Compass Clara House	003	Family - 2BR	Offline	Test				
4	Compass Clara House	004	Family - 2BR	Available					
5	Compass Clara House	005	Family - 2BR	Available					
6	Compass Clara House	006	Family - 1BR	Available					
7	Compass Clara House	007	Family - 1BR	Available		Neil Jones	2368B999		
8	Compass Clara House	008	Family - 1BR	Available					
9	Compass Clara House	009	Family - 1BR	Occupied					
10	Compass Clara House	010	Family - 1BR	Available					
11	Compass Clara House	011	Family - 1BR	Available					
12	Compass Clara House	012	Family - 1BR	Available					
13	Compass Clara House	013	Family - 1BR	Available					



Family Shelter Length of Stay: Expected Exit and Extension Services

→ Report added to Data Analysis tab (under Temporary Shelter for Families subsection)

→ Displays:

- Days in Current Shelter
- Family's expected exit date
- The number of the days until the family's expected exit
- The number of shelter extension services by type that have been logged for the family

→ Report has been updated to draw its data from the extension and exit services

Family CES

Training Family Shelter Length of Stay: Expected Exit and Extension Services 2h ago

Program Unique Identifier Expected Exit Date

Is any value Is any value Is any time More + 3

90 Day Shelters

	Unique Identifier	Client Full Name	Client ID	Current Program	Current Program Start Date	Days in Current Program	Expected Exit Date (taking into account any continuous stays at prior shelters)	Days Until Expected Exit	# of 30-Day Exit Notice Services	# of Family Extension Review Meeting Services	# of Extension Approval Services
1	4C533B3BA	Alice Wo...	115068...	90-Day Family UAV - GF	2024-10-15	146			2	0	
2	59340A121	Alexand...	115149...	90-Day Family UAV - GF	2023-11-01	495			0	0	
3	F0208048B	Charlam...	114814...	90-Day Family UAV - GF	2025-02-07	31	2025-03-12	2	1	2	
4	2BD9D1A7D	Lilly Green	114832...	90-Day Family UAV - GF	2025-02-07	31	2025-03-13	3	1	2	
5	54C81B7CC	Pablo Ho...	114796...	90-Day Family UAV - GF	2025-02-12	26	2025-03-14	4	2	2	
6	A837AE9C1	Mrs Test...	115123...	90-Day Family UAV - GF	2024-11-22	108	2025-03-17	7	1	0	1
7	4FD9E86AE	Mrs Fam...	115125...	90-Day Family UAV - GF	2025-02-06	32	2025-03-26	16	1	0	1
8	7A29A4390	Problem ...	114789...	90-Day Family UAV - GF	2025-02-07	31	2025-04-28	49	0	0	0
9	A07FA1773	Sam Wise	114824...	Compass Family Shelter	2024-10-04	157			0	0	0
10	23D717AE3	Dad Test...	115212...	Compass Family Shelter	2025-02-14	24			0	0	0
11	EF1372F19	Harry Po...	114782...	Compass Family Shelter	2024-05-20	294	2025-03-20	10	1	0	0
12	37B585BF7	Sheba K...	114812...	Compass Family Shelter	2024-12-04	96	2025-03-25	15	0	0	0
13	4FD9E86AE	Mrs Fam...	115125...	Compass Family Shelter	2024-11-06	124	2025-03-26	16	0	0	0
14	7A29A4390	Problem ...	114789...	Compass Family Shelter	2024-07-25	228	2025-04-28	49	0	0	0
15	337A18C03	Frida Ba...	114825...	Hamilton Family Emergency Center (H...	2024-11-04	126			0	0	0
16	9111287C2	Chloe Gr...	114870...	Hamilton Family Emergency Center (H...	2024-08-31	191			0	0	0
17	92EF527FA	Annie Pr...	114827...	Hamilton Family Emergency Center (H...	2025-03-04	6			0	0	0
18	14C3257BF	Onesys T...	114808...	Hamilton Family Emergency Center (H...	2024-08-27	195	2025-03-11	1	0	0	0
19	2BD9D1A7D	Lilly Green	114832...	Hamilton Family Emergency Center (H...	2024-10-31	130	2025-03-13	3	0	0	0
20	A837AE9C1	Mrs Test...	115123...	Hamilton Family Emergency Center (H...	2024-12-13	87	2025-03-17	7	0	0	0
21	813545559	Bitfocus ...	114793...	HPP PATH Emergency Housing	2024-06-18	265			0	0	0
22	14C3257BF	Onesys T...	114808...	HPP PATH Emergency Housing	2024-06-03	280	2025-03-11	1	0	0	0
Totals							2025-04-28	49	9	6	14

14 Day Shelters

	Unique Identifier	Client Full Name	Client ID	Current Program	Days in Current Program	Project Start Date	Expected Exit Date (taking into account any continuous stays at prior shelters)	Days Until Expected Exit	# of Family Extension Review Meeting Services	# of Extension Approval Services
1	87C988763	Client Test	114863	14-Day Family UAV - GF	31	2025-02-07	2025-02-26		1	1

Resources

Bitfocus Help Desk

- onesf@bitfocus.com
- 415.429.4211

ONESF Help Center Website:

- onesf.bitfocus.com
- Slides and recording for today's training will be posted under *Training Materials* -> *Temporary Shelter* (menu at top)
 - <https://onesf.bitfocus.com/temporary-shelter>

Help Desk Widget (In ONE System and on ONESF Help Center Website)

