



## 2021 NJ HMIS Trainings

**Site Administrator Training** held every Wednesday 10am-12pm. This training is designed for folks whom will be training staff, administering data entry as well as running reports in AWARDS. This is a 6-part series training, you will need to participate in all 6, in order to receive a certificate of attendance. A link is sent out weekly.

**General User Training** This training is designed for folks whom will be entering consumer data in AWARDS. Training will be from 10am-1pm on the following dates. It's the same training offered on different dates.

February 12<sup>TH</sup> / 18<sup>TH</sup> / 25<sup>TH</sup>

March 12<sup>th</sup> / 18<sup>th</sup> / 25<sup>th</sup>

April 9<sup>th</sup> / 15<sup>th</sup> / 22<sup>nd</sup>

May 13<sup>th</sup> / 14<sup>th</sup> / 20<sup>th</sup>

June 10<sup>th</sup> / 17<sup>th</sup> / 24<sup>th</sup>

**HMIS Bed Inventory Training:** is used to enter, update, and delete HMIS housing inventory records in HMIS residential programs. This feature is only available for HMIS programs with an HMIS Project Type set to one of the following;

*Emergency Shelter, Transitional Housing, PH- Permanent Supportive Housing, Safe Haven, PH- Housing Only, PH- Housing with Services, PH- Rapid Re-Housing*

March 26<sup>th</sup> from 10am-12pm

May 28<sup>th</sup> from 10am-12pm

July 30<sup>th</sup> from 10am-12pm

September 24<sup>th</sup> from 10am-12pm

**Household Composition Training:** enables users to fully manage household changes, including adding, editing, or removing household member information in client records. Users can access the feature from within a client's face sheet or during the admission process.

Feb 26<sup>th</sup> from 10am-12pm

April 30<sup>th</sup> from 10am-12pm

June 25<sup>th</sup> from 10am-12pm

August 27<sup>th</sup> from 10am-12pm

October 29<sup>th</sup> from 10am-12pm