

## Night by Night Shelter Intake Instructions

- Fill out the demographic information (Date of Birth, DOB Type, Race, Ethnicity, Gender)
- Disabling Condition: **No**
- Relationship to Household: **Self**
- Client Location: **LA-503**
- Prior Living Situation: **Place Not Meant For Habitation**
- For “Approximate Date Homelessness Started”: **If the client is already in the system and there is an approximate date already there, leave that date alone. If there is no date there, enter the current night’s date.**
- Current Living Situation: **Emergency Shelter**
- Information Date: **Current night’s date**
- Living situation verified by: **Whichever shelter they are in**

Provider Numbers: Salvation Army Women and Children Shelter Program: **25467**  
 Salvation Army Women’s Emergency Shelter Program: **30522**  
 Salvation Army Men’s Emergency Shelter Program: **30135**  
 Ozanam Inn Homeless Men’s Shelter: **27166**

**Add Recordset - (8264775) Andytest, Andytest**

**Current Living Situation**

Start Date *	10 / 31 / 2019				G
End Date	/ /				G
Information Date	10 / 31 / 2019				G
Current Living Situation	Emergency shelter, incl. hotel/motel paid for w/ ES voucher, or RHY-funded Host Home shelter (HUD) ▼ G				
If "Other", Specify	<input type="text"/> G				
Living situation verified by	(25467) Salvation Army \	Lookup	Clear	G	
Is client going to have to leave their current living situation within 14 days?	-Select- ▼ G				

**If 'Yes' to 'Is client going to have to leave their current living situation within 14 days?' answer the following questions.**

Has a subsequent residence been identified?	-Select- ▼ G				
Does individual or family have resources or support networks to obtain other permanent housing?	-Select- ▼ G				
Has the client had a lease or ownership interest in a permanent housing unit in the last 60 days?	-Select- ▼ G				
Has the client moved 2 or more times in the last 60 days?	-Select- ▼ G				
Location details	<input type="text"/> G				

Save Save and Add Another Cancel