

# EXIT CLIENT(S) from the PROGRAM

**Step 1-** Exit information is extremely important for assessing outcomes for the programs. Here are the questions and options in the program exit questionnaire:

<p>1.) EXIT DATE: Use the actual date the individual left the household.</p> <p>3.) REASON LEFT:</p> <ul style="list-style-type: none"> <li>▪ Left for housing opportunity before completing program</li> <li>▪ Completed program</li> <li>▪ Non-payment of rent/occupancy charge</li> <li>▪ Non-compliance with project</li> <li>▪ Criminal activity/destruction of property/violence</li> <li>▪ Reached max. time allowed by project</li> <li>▪ Needs could not be met by project</li> <li>▪ Disagreement with rules/persons</li> <li>▪ Unknown/disappeared</li> <li>▪ Death</li> <li>▪ Other</li> </ul>	<p>2. ) DESTINATION:</p> <ul style="list-style-type: none"> <li>▪ Emergency Shelter</li> <li>▪ Transitional Housing</li> <li>▪ Permanent Housing for Homeless</li> <li>▪ Psychiatric Hospital/Facility</li> <li>▪ Substance Abuse Treatment Facility</li> <li>▪ Hospital (Non-Psychiatric)</li> <li>▪ Jail, Prison or Juvenile Detention</li> <li>▪ Don't Know</li> <li>▪ Refused</li> <li>▪ Rental by Client, no housing subsidy</li> <li>▪ Owned by Client, no housing subsidy</li> <li>▪ Staying with Family in Room/Apartment/House</li> <li>▪ Staying with Friends in Room/Apartment/House</li> <li>▪ Hotel/Motel (not emergency voucher)</li> <li>▪ Foster Care or Group Home</li> <li>▪ Place not meant for human habitation (ie: street)</li> <li>▪ Other</li> <li>▪ SafeHaven</li> <li>▪ Rental by Client w/ VASH housing subsidy</li> <li>▪ Rental by Client w/ other housing subsidy</li> <li>▪ Owned by Client w/ housing subsidy</li> </ul>
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Use **Don't Know or Unknown** if the remaining members of the Household don't know where the Individual went.

**Step 2-** From the Household View Screen, click on [Program Name](#) (example: [Los Ninos](#))

Programs Enrolled		
Name	Enrollment Date	Exit Date
<a href="#">LOS NINOS</a>	06-06-2005	

**Step 3-** From the Client Transactions Summary click on the **Program Enrollment Summary** button:

**OPUS**  
HMIS

Agency: LCHHS [HOME](#) | [Log Out](#)

Client | Program | Case Mgmt | Fiscal | Management | Reports | Help

Version 2.7.15P

## Client Transactions Summary

**Program Name:** CLA-CM LATINO-LAN-LOS NINOS

**Enrollment Date:** 06-06-2005

**Client:** DEPUTY DOG

**Housing Transactions** (click APC housing label to view/edit)

APC Housing Label	Housing Name	Start Date	End Date	Transaction Type
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**Step 6-** From the Program Enrollment Summary screen click on the **EXIT** button next the client's name.

### Program Enrollment Summary

**Program Name:** CLA-CM LATINO-LAN-LOS NINOS  
**Enrollment Date:** 06-06-2005

Client's name= Client Transaction Summary Screen  
Enrolled Date= Program Enrollment Edit Screen  
End Date= Program Exit Edit Screen  
Entrance and Exit Assessment= Assessment Edit Screen

Client	Program Enrolled Date	Program End Date	Entrance Assessment	Exit Assessment
<a href="#">DEPUTY DOG</a>	<a href="#">06-06-2005</a>	<a href="#">Exit</a>	<a href="#">07-14-2005</a>	
<a href="#">POLLY PUREBRED</a>	<a href="#">06-06-2005</a>	<a href="#">Exit</a>		

**Step 7-** From the Program Enrollment Exit Screen complete the fields. Click the **Exit All** button at bottom to exit the household from this program

### Program Enrollment Exit

**Client** DEPUTY DOG  
**Enrolled** 06-06-2005  
**Program** CLA-CM LATINO-LAN-LOS NINOS  
**Entrance Assessment** 07-14-2005      **Exit Assessment** **Not Assigned**

**Exit Information**

Exit All: This will exit all clients in the household, with the same exit date and all income sources selected. [Exit All](#)

Select Income At Program Exit			
Income Type	Income/Income Description		Income
Education	FUTURE CO.	<input checked="" type="checkbox"/>	\$2,000.00
<b>Total Income</b>			<b>\$2,000.00</b>

[Save](#)