NEORHYMIS v2.1 - BASIC CENTER ENTRANCE REPORT

Expiration date 09/30/2013
OMB Control No 0970-0123

This instrument collects information regarding young people served by the Family and Youth Services Bureau (FYSB)-funded Basic Center Programs. (For youth to whom Basic Center Program staff provide services lasting fewer than 6 hours and/or do not stay overnight, please complete the Brief Service Contact Record.) Youth who are receiving FYSB funded services but are not staying at the Basic Center, may be fully recorded, and should be recorded in NEORHYMIS if the contact is more than casual or transitory. Street outreach services or "brief services" contacts should be entered in their respective NEORHYMIS reports.

Complete and accurate reporting of information regarding youth served by Basic Center Program grantees is important because it helps to inform the U.S. Congress and funding sources about the youth whom Basic Center Programs serve and about the services Basic Center Programs provide.

For each youth who enters the Basic Center Program, please provide answers to all of the questions on this form. To answer a question, click on the appropriate response from the drop-down list box, and/or select the appropriate response.   Common elements between entrance and exit reports will be automatically generated. Services, such as prevention efforts, for youth provided prior to participation or elsewhere than the BCP shelter can be reported in the BCP Exit Report.

Program Name: [Basic Center Program   ]

First Name:
_____

Middle Name:
_____

Last Name:
_____

Date of Birth: _____ (mm/dd/yyyy)

NOTE: Names and birthdays should not be modified after the ID is created except by calling technical assistance at 1-(888) 749-6474.
Youth ID: [display only   ]

Center ID: [display only   ]

Updated By: [display only   ]

Updated Date: [display only   mm/dd/yyyy   ]

Type of Funding:

| **FYSB** |
| **Other Funding Source** |

NOTE: Entry of non-FYSB funded youth in NEORHYMIS is optional. Such non-FYSB records are for your own use or convenience. NEORHYMIS software segregates the records automatically and they are not sent to the national FYSB database during transmission. A referral check-off is now available in the Brief Services Record to provide a rough headcount of current "system" youth (who are not included in the FYSB treatment population) whom you refer to or treat with system-funded services after they present themselves at the FYSB shelter.

Settings for service delivery: Identify the setting and nature of services delivered as explained below (choose the type that applies).

INITIAL Setting for Service Delivery (select **one** of the following codes):

1	Services to prevent shelter entry	*Preventive services were provided at home or another location to serve the youth's needs and with the goal of keeping the youth in their home. These may include: in-home services, services provided at a school, faith-based organization, community center, on the BCP premises while the youth continues to reside at home, or similar situations. These services could be provided by a variety of sources. The BCP exit report will collect information on specific services rendered.*
2	Direct BCP shelter services	*Direct BCP shelter services are those provided when the youth directly enters the BCP shelter without receiving prior preventive services.*

Youth who are receiving a structured course of preventive services outside the shelter should be recorded in NEORHYMIS Entrance and Exit Reports as well as youth who directly enter the BCP. The opportunity to describe the course and types of preventive services is found under Services, item 20 in the BCP exit report. Such services recorded in NEORHYMIS BCP reports should be more structured than transient or casual contacts (e.g., hotline/phone or brief, drop-in counseling) recorded in the Brief Service Contact Report.

Enter the date the youth first received preventive services or directly entered the BCP shelter without prior preventive services.

BCP Service Start Date: _____ (mm/dd/yyyy)

1. Gender: Choose **one** code indicating how the youth describes his/her gender identity.

1	Male (M)
2	Female (F)
3	Transgender F to M
4	Transgender M to F
5	Other
6	Not known or not determined

2. Sexual Orientation: Choose **one** code indicating how the youth describes his/her sexual orientation.

1	Heterosexual
2	Gay
3	Lesbian
4	Bisexual
5	Questioning/Unsure
6	Not known or not determined

3. How does the youth describe himself/herself using these census categories? On the basis of the youth's self-perception, select **one or more** codes indicating the young person's **race category** and **one** code indicating their **ethnicity category**.

NOTE: The race and ethnicity classifications below are defined by revised OMB Statistical Policy Directive No. 15. The classifications should not be interpreted as being scientific or anthropological in nature, nor should they be viewed as determinants of eligibility for participation in any Federal program. They have been developed in response to needs expressed by both the executive branch and the U.S. Congress to provide for the collection and use of compatible, nonduplicated, exchangeable racial and ethnic data by Federal agencies.

    1. Race (select one or more codes)

    1. _____ **American Indian or Alaska Native:** *A person having origins in any of the original peoples of North and South America (including Central America) and who maintains tribal affiliation or community attachment.*

    2. _____ **Asian:** *A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.*

    3. _____ **Black, or African American:** *A person having origins in any of the black racial groups of Africa.*

    4. _____ **Native Hawaiian or Other Pacific Islander:** *A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.*

5. _____ **White:** *A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.*

If the following option is selected, no other race code may be entered (option #6 is no longer used):

7. _____ **Not Provided:** *The young person did not provide information on their race.*

2. **Ethnicity** (select one code)

1	Not Hispanic or Latino	*A person not of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.*
2	Hispanic or Latino	*A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.*
3	Not Provided	*The young person did not provide information on his or her ethnicity.*

4. Living situation at entry: Choose **one** code to indicate the living situation, (this situation may be the same or different from a prevention setting, if any), in which the youth spent at least 6 of the 12 months prior to entrance. (If the youth did not spend more than 6 months at one residence during the 12 months prior to entrance, enter the code corresponding to the residence in which he or she spent the most time during that period.)

Some of the living situation categories have further type sub-classifications. If this is the case for the applicable living situation at entry for the youth, then both a code for the living situation and a code for living situation type must be selected.

Living Situation at Entry (select one code or one code/type)

1	In a shelter	1	FYSB Basic Center	*FYSB-funded program providing core services (shelter, food, clothing ,and counseling) to runaway and homeless youth. Basic Center services may be provided in one central location, such as a group home residence, or in decentralized locations. Federal guidelines dictate that youth may stay at Basic Centers for up to 2 weeks using FYSB funding.*
		2	Other Youth Emergency Shelter	*Non-FYSB-funded program providing core services (shelter, food, clothing, and counseling) to runaway and homeless youth. Shelter services may be provided in one central location, such as a group home residence, or in decentralized locations.*
		3	Homeless Family	*A program designed to provide shelter and services to*

			Center	*homeless families.*
		4	**Homeless Shelter**	*A program designed to provide shelter and services to homeless individuals.*
		5	**Other Temporary Shelter**	*A shelter not described by any of the above that provides a temporary place to sleep.*
2	**On the street**	1	**On the street as a runaway or homeless youth.**	*The young person is on the street or in a facility that has become an informal shelter for runaway and homeless youth and adults. (The informal shelter may be an apartment the leaser allows to be used, an abandoned building, a 24-hour business, or another location. It usually is temporary, and may be operating illegally.)*
		2	**On the street as a throwaway youth**	*The young person was told to leave a stable residence by a parent or guardian, or the parent or guardian knew the young person was leaving but did not care. The young person is now on the street or in a facility that has become an informal shelter for runaway and homeless youth and adults. (The informal shelter may be an apartment the leaser allows to be used, an abandoned building, a 24-hour business, or another location. It usually is temporary, and may be operating illegally.)*
3	**In a Private Residence**	1	**Living Independently**	*The youth lives on his/her own and has an address.*
		2	**Parent/Legal Guardian's Home**	*The residence of the biological parent(s), adoptive parent(s), legal guardian, or parent who is not the youth's legal guardian.*
		3	**Relative or Friend's Home**	*The residence of a relative other than the youth's parent(s) or a friend not related to the family.*
		4	**Other Adult's Home**	*The residence of an adult other than a relative or a friend.*
		5	**Other Youth's Home**	*The residence of a youth other than a relative or a friend.*
		6	**Foster Home**	*A temporary residence in which the youth has been legally placed by a social services agency.*
		7	**Partner/Spouse**	*A residence shared with a partner or spouse.*
		8	**Host Home**	*The residence of an adult other than a relative or a friend operated as a host home*
4	**In a Residential Program**	1	**FYSB Transitional Living Program**	*FYSB-funded program for older homeless youth ages 16-21 for whom it is not possible to live in a safe environment with a relative and who have no other safe alternative living arrangement.*
		2	**Other Transitional Living Program**	*Residential program that provides older homeless youth who have no other safe alternative living arrangement with the skills they will need to move to independent living.*
		3	**Group Home**	*A structured residential program that provides a*

				homelike environment for those youth unable to return home, generally a minimum of 3 months and a maximum of 2 years stay.
		4	**Independent Living Program That Is Residential**	*Program funded by the Children's Bureau (U.S. Department of Health and Human Services) designed to prepare youth in the foster care system to live on their own, independently from that system.*
		5	**Job Corps**	*Residential structured educational/vocational training program aimed at developing skills that will lead to self-sufficiency.*
		6	**Drug Treatment Center**	*Drug treatment centers focus on detoxification and substance abuse treatment.*
		7	**Residential Treatment Center**	*Residential treatment centers are highly structured, intensive 24-hour treatment programs that address the full range of needs of young people, including social, educational, mental health, and psychological.*
		8	**Educational Institute**	*A residence at a school, such as a boarding school or college dormitory.*
		9	**Other Agency Residential Program**	*Another residential program that is run by your agency.*
		10	**Other Residential Program**	*Residential program other than those listed above.*
5	**In a Correctional Institute or Detention Center**			*Secure facility operated in conjunction with the juvenile justice system.*
6	**In a Mental Hospital**			*Facility providing treatment for psychiatric illness*
7	**In the Military**			*In a facility operated by a military organization or a residence approved for military personnel.*
8	**In Another Living Situation**			*Other living situation not described above*
9	**Do Not Know**			*The staff does not have enough information on the youth's living situation to correctly choose a response.*

5. Who referred the youth to the Basic Center Program? Choose **one** code for the individual or organization through which the youth was advised about, sent, or directed to the Basic Center Program.

Referral to Program (select **one** code or **one** code/type)

1	**Self-Referral**			*The youth came to the agency without any direction from another person or organization.*
2	**Individual**	1	**Parent/Legal Guardian**	*The youth's biological parent(s), adoptive parent(s), legal guardian (s), or parent(s) who is not the youth's legal guardian.*
		2	**Relative or Friend**	*A relative other than the youth's parent or*

				guardian or a friend of the young person.
		3	**Other Adult or Youth**	*An adult or youth other than a relative or friend.*
		4	**Partner/Spouse**	*The young person's partner or spouse.*
		5	**Foster Parent**	*A foster parent of the youth.*
3	**Street Outreach Program**	1	**FYSB Street Outreach Program**	*A FYSB-funded Street Outreach Program.*
		2	**Other Street Outreach Program**	*A street outreach program not funded by FYSB.*
4	**Temporary Shelter**	1	**FYSB Basic Center Program**	*FYSB-funded program providing core services (shelter, food, clothing, and counseling) to runaway and homeless youth. Basic Center services may be provided in one central location, such as a group home residence, or in decentralized locations. Federal guidelines dictate that youth may stay at Basic Centers for up to 2 weeks using FYSB funding.*
		2	**Other Youth Emergency Shelter**	*Non-FYSB-funded program providing core services (shelter, food, clothing, and counseling) to runaway and homeless youth. Shelter services may be provided in one central location, such as a group home residence, or in decentralized locations.*
		3	**Homeless Family Center**	*A program designed to provide shelter and services to homeless families.*
		4	**Homeless Shelter**	*A program designed to provide shelter and services to homeless individuals.*
		5	**Safe Place**	*An organization designated as a Safe Place as part of the national Project Safe Place program. Safe Places are business and community buildings that display the diamond-shaped yellow and black Safe Place logo identifying them as Safe Place sites and are places in neighborhoods where youth can get immediate help. Safe Place sites include fast-food restaurants, convenience stores, movie theaters, and other community facilities such as fire departments, libraries, YMCAs, and Boys & Girls Clubs. In some cases, buses are designated as mobile Safe Place sites.*
		6	**Other Temporary Shelter**	*A shelter other than those described above that provides a temporary place to sleep.*
5	**Residential Program**	1	**FYSB Transitional Living Program**	*FYSB-funded program for older homeless youth ages 16-21 for whom it is not possible to live in a*

(Operated by Your Agency or Another Agency)			*safe environment with a relative and who have no other safe alternative living arrangement.*
	2	**Other Transitional Living Program**	*Residential program that provides older homeless youth who have no other safe alternative living arrangement with the skills they will need to move to independent living.*
	3	**Group Home**	*A structured residential program that provides a homelike environment for those youth unable to return home, generally a minimum of 3 months and a maximum of 2 years stay.*
	4	**Independent Living Program That Is Residential**	*Program funded by the Children's Bureau (U.S. Department of Health and Human Services) designed to prepare youth in the foster care system to live on their own, independently from that system.*
	5	**Job Corps**	*Residential structured educational/vocational training program aimed at developing skills that will lead to self-sufficiency.*
	6	**Drug Treatment Center**	*Drug treatment centers focus on detoxification and substance abuse treatment.*
	7	**Residential Treatment Center**	*Residential treatment centers are highly structured, intensive 24-hour treatment programs that address the full range of needs of young people, including social, educational, mental health, and psychological.*
	8	**Educational Institute**	*A residence at a school, such as a boarding school or college dormitory.*
	9	**Other Agency Residential Program**	*Another residential program that is run by your agency.*
	10	**Other Residential Program**	*Residential program other than those listed above.*
6	**Hotline**	1	**National Runaway Switchboard**	*The National Runaway Switchboard.*
		2	**Other Hotline**	*A hotline other than the National Runaway Switchboard.*
7	**Other Agency or Program** (Operated by Your Agency or Another Agency	1	**Child Welfare/CPS**	*Child Welfare or Child Protective Services.*
		2	**Independent Living Program That Is Nonresidential**	*Program funded by the Children's Bureau (U.S. Department of Health and Human Services) designed to prepare youth in the foster care system to live on their own, independently from that system.*
		3	**Other Program Operated by Your Agency**	*Another nonresidential program that is run by your agency.*

		4	Other Youth Services Agency	*Another agency that provides nonresidential services to youth.*
8	Juvenile Justice			*Agencies such as juvenile courts, correctional institutions, and detention facilities, or probation and parole workers*
9	Law Enforcement/Police			*A legally recognized law enforcement body for a town, city, or county, such as a sheriff's department.*
10	Religious Organization			*Church, temple, or other organized group espousing the tenets of a spiritual or religious teaching.*
11	Mental Hospital			*Facility providing treatment for psychiatric illness*
12	School			*A school*
13	Other Organization			*Another organization not described above.*
14	Do Not Know			*Insufficient information is available to determine how the youth was referred to the agency.*

6. N/A (Reserved for future modifications)

7. Last Grade Completed: Choose **one** code corresponding to the response that best describes the last grade level completed by the youth.

1	Less than Grade 5
2	Grades 5-6
3	Grades 7-8
4	Grades 9-12
5	GED
6	Some College
7	School Program Does Not Have Grade Levels

8. School Status: Choose **one** code describing the youth's school status. If school was not in session at the time of the youth's entry, this question pertains to the school year just completed.

1	Attending School Regularly	*The youth is enrolled in an educational program and attends classes regularly, without extended absenteeism.*
2	Attending School Irregularly	*The youth is enrolled in an educational program and attends classes 1-3 days per week on average.*
3	Graduated High School	*The youth has earned a high school diploma or GED.*
4	Dropped Out	*The youth has formally withdrawn from school prior to completing the course of study.*

5	**Suspended**	*The youth has been temporarily removed from school through official school action.*
6	**Expelled**	*The youth has been permanently removed from school through official school action.*
7	**Do Not Know**	*No information is available on the youth's school status.*

9. Youth who was formerly, but is not currently, the responsibility of the child welfare or foster care agency:

NOTE: FYSB funds are not intended to support "system" youth who are currently the responsibility of the foster care/child welfare system. Some states designate such youth as "wards of the state" (for whom the state is legal guardian). However, some youth previously in foster care have been discharged from that system or have reached an age of legal independence in your state. (Specific rules about age, etc., vary by state.) Such youth are no longer a public responsibility and can be helped by the FYSB BCP. For youth of this type, please answer the following question:

If the youth is no longer in the system but was in foster care previously in his or her life, please select yes to indicate the youth is a former ward of the state child welfare agency:

No (default value)
Yes

If **yes,** then please enter the number of months or the code describing the number of years the youth was in the care of the State:

0	More than 11 months (enter years below) OR never in child welfare or foster care
1	1 month
2	2 months
3	3 months
4	4 months
5	5 months
6	6 months
7	7 months
8	8 months
9	9 months
10	10 months
11	11 months

Number of years (if 12 or more months, select one year code):

0	Less than 1 year (enter months above)
1	1 to 2 years
2	3 to 5 years
3	More than 5 years

10. Youth who was formerly, but is not currently, the responsibility of the public juvenile justice system:

NOTE: FYSB funds are not intended to support "system" youth who are presently the responsibility of the juvenile justice status. However, some youth previously under the supervision or care of juvenile justice agencies have been discharged from that system or reached an age of legal independence in your state. (Specific rules about age, etc., vary by state.) Such youth are no longer a public responsibility and can be helped by the FYSB BCP. For youth of this type, please answer the following question:

If the youth is no longer in the system but was in the care of the juvenile justice system previously in his or her life, please select yes to indicate the youth is a former ward of the state juvenile justice system:

No (default value)
Yes

If **yes,** then please enter the number of months or the code describing the number of years the youth was in the care of the State:

0	More than 11 months (enter years below) OR never in child welfare or foster care
1	1 month
2	2 months
3	3 months
4	4 months
5	5 months
6	6 months
7	7 months
8	8 months
9	9 months
10	10 months
11	11 months

Number of years (if 12 or more months, select one year code):

0	Less than 1 year (enter months above)
1	1 to 2 years
2	3 to 5 years
3	More than 5 years