

**HMIS ID:**

## **Lane County Continuum of Care Move On Strategy and Process**

**What is a “Move On Strategy”?** A Move On Strategy is a plan of action or policy to move current Continuum of Care Program participants, who no longer require intensive services, from CoC Program funded-PSH beds to other housing subsidies in order to free up CoC Program funded-PSH beds for others. This is a client-centered approach based on client choice and readiness to move on.

**About the Move On Matrix:** The Move On Matrix (MOM) is a tool to be utilized at any assessment period, including after an annual assessment. The MOM identifies if a client may be ready to “Move On” from Permanent Supportive Housing (PSH) to a local preference Section 8 voucher (CoC Preference). The Move On Matrix is a tool adapted from the “Self Sufficiency Matrix” with added “Move On” components that have been tested in other Continuums. The tool is designed to be completed by a case manager (not in interview with client), based on knowledge of the client and their situation and after having check in conversations with the client. All questions are not applicable to all households. For example, childcare questions are not applicable to households without children. Mark “N/A” for any inapplicable sections.

The MOM uses a rating scale of one through five (1 – 5). Five (5) indicates that a client is exceptionally strong in an area, that is a strength of theirs. One (1) indicates that this is an area where the client has significant need. Use your discretion as the Case Manager, along with the guided score descriptions to estimate where you think your client scores based on your case notes, client file, and your meeting with the client. Review scoring information with your supervisor.

**Please reference the “Move On Process Checklist for Case Managers” for a complete outline of the process.**

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**Move On Matrix (only complete if client is eligible for Section 8)**

<b>Part 1: Housing</b>						
<b>Category</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>Score or N/A</b>
<b>Rent Payment</b>	Tenant/Rep Payee has not paid rent for last 6 months OR has never paid rent on time in the last 12 months.	Tenant/Rep Payee has not paid rent for last 6 months or has only paid on-time 1-3 times in last 12 months	Tenant/Rep Payee has paid rent on-time 4-6 times in last 12 months	Tenant/Rep Payee has paid rent on-time 7-9 times in last 12 months	Tenant/Rep Payee has paid rent unassisted on-time every month for the last 12 months OR in a routine manner that is anticipated client could continue unassisted in the future.	
<b>Utility Bill Payment</b>	Tenant has never paid utility bills on-time in the last 12 months	Tenant has paid utility bills on-time for 1-3 months in last 12 months	Tenant has paid utility bills on-time for 4-6 months in last 12 months	Tenant has paid utility bills on-time for 7-9 months in the last 12 months	Tenant has paid utility bills on-time for 10-12 months in last 12 months OR utilities are included in rent (utility payment is a non-issue for client)	
<b>Utility and/or Rent Arrears</b>	Tenant has outstanding utility and/or rent arrears and is not willing or able to set up payment plan	Tenant has 6 months or more of utility and/or rent arrears and has set up a payment plan	Tenant has less than 6 months of utility and/or rent arrears and is current on payment plan	Tenant has less than 3 months of utility and/or rent arrears and is current on payment plan	Tenant has no utility and/or rent arrears	
<b>Landlord Relationship</b>	Tenant is at risk of eviction due to continuous ongoing disruptive tenant behavior or unsafe conditions in violation of lease agreement.	Tenant has had 7+ contacts with landlord in the last 12 months regarding disruptive tenant behavior or unsafe conditions in violation of lease agreement.	Tenant has had 3-5 contacts with landlord in the last 12 months regarding disruptive tenant behavior or unsafe conditions in violation of lease agreement.	Tenant has had 1-2 contacts with landlord in the last 12 months regarding disruptive tenant behavior or unsafe conditions in violation of lease agreement.	Tenant has a positive/professional relationship with landlord and is not at risk of eviction. Landlord would likely describe client as a good tenant.	
<b>Lease (include all leases if tenant moved)</b>	Tenant has been in supportive housing/held lease for less than 6 months. Tenant is unable to maintain cleanliness of unit per lease agreement.	Tenant has been in supportive housing between 6-11 months OR has held a lease less than 12 months. Tenant is unable to maintain cleanliness of unit.	Tenant has been in a supportive housing program and has held lease for 12-23 consecutive months. Tenant struggles with cleanliness of unit and other lease holder duties.	Tenant has been in a supportive housing program and has held lease for 24-36 consecutive months. Tenant is responsible lease holder and maintains cleanliness of unit.	Tenant has been in a supportive housing program and has held lease for over 36 consecutive months. Tenant is responsible lease holder and maintains cleanliness of the unit.	
<b>Total Housing Score</b>						<b>/25</b>

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<b>Part 2: Income and Benefits</b>						
<b>Category</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>Score or N/A</b>
<b>Stable/ Consistent Source of Cash Income</b>	Tenant has no stable/consistent source of cash income or has risky spending patterns that severely jeopardize housing stability.	Tenant has cash income but it is not stable/ consistent or demonstrates spending patterns that jeopardize housing stability.	Tenant can meet basic needs with subsidy; demonstrates spending habits that do not jeopardize housing stability.	Tenant meets basic needs and manages debt without assistance. Tenant has had stable/consistent cash income for the last 3 – 6 months	Income is sufficient, well managed. Tenant has had stable or consistent cash income for the last 7+ months. Tenant has discretionary income and is able to save.	
<b>Mainstream Benefits (such as SNAP, TANF, SSI, SSDI, etc)</b>	Tenant has no benefits and has not yet applied for benefits	Tenant has applied for benefits but has not yet received them.	Tenant has received all benefits entitled to for the last 1-6 months.	Tenant has received all benefits entitled to for the last 7 to 11 months.	Tenant has received all benefits for which they are eligible for the last 12 months.	
<b>Debt to Income ratio/ Monthly Expenses</b>	Tenant debt is greater than 50 percent of income and tenant is unable to meet debt obligations.	Tenant debt is greater than 50 percent of income and tenant has difficulty affording monthly expenses.	Tenant debt is between 25 and 50 percent of income and tenant is able to meet these obligations most of the time.	Tenant debt is less than 25 percent of income and tenant is able to meet these obligations. Tenant is able to meet monthly expenses.	Debt is not a threat to housing stability. Tenant is able to meet all obligations (debts for which tenant is making payments).	
<b>Total Income and Benefits Score</b>						<b>/15</b>

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Part 3: Health						
Category	1	2	3	4	5	Score or N/A
<b>Mental Health</b>	Mental health is significant barrier to housing stability. Danger to self or others; recurring suicidal ideation; experiencing severe difficulty in day-to-day life due to psychological problems.	Mental health poses risk to housing stability. Recurrent mental health symptoms that may affect behavior, but not a danger to self/others; persistent problems with functioning due to mental health symptoms.	Mental health may pose a risk for housing stability. Mild symptoms may be present but are not transient; only moderate difficulty in functioning due to mental health problems.	Mental health does not affect housing stability. Tenant has mental health provider. Minimal symptoms that are expected responses to life stressors; only slight impairment in functioning.	Mental health does not affect housing stability and/or mental health symptoms are absent or rare; tenant has mental health provider; good or superior functioning in wide range of activities; no more than everyday problems or concerns OR tenant has reached stability in mental health treatment and management.	
<b>Substance Use</b>	Currently uses substances. Meets criteria for severe abuse/dependence; resulting problems so severe that institutional living or hospitalization may be necessary. Substance use is a threat to housing stability.	Drug or alcohol use results in avoidance or neglect of essential life activities. Tenant does not see behavior(s) as harmful. Substance use is a threat to housing stability.	Use within last 6 months; evidence of persistent or recurrent problems related to use. Substance use may threaten housing stability.	Client has used during last 6 months, but no evidence of persistent/recurrent problems related to use; client has set harm reduction goals, has taken some actions to achieve them. Substance use is not a threat to housing.	Tenant has adopted behaviors to achieve harm reduction goals OR has not engaged in harmful behaviors in last 6 months. Substance use is not a threat to housing stability.	
<b>Health Maintenance</b>	Tenant has not had contact with a primary and/or specialty health care provider for longer than 1 year. Tenant self-reports never taking prescribed medications.	Tenant has not had contact with a primary and/or specialty health care provider in the past 12 months. Tenant self-reports rarely taking prescribed medications.	Tenant has contact with a primary and/or specialty health care provider and follows preventive screening and treatment recommendations less than 50% of the time. Tenant self-reports sporadically taking prescribed meds; tenant has problems obtaining medication refills.	Tenant has contact with a primary and/or specialty health care provider and follows preventive screening and treatment recommendations 50 to 90 percent of the time. Client self-reports taking prescribed medications most of the time but forgets on occasion. Client is usually able to fill prescriptions on their own.	Tenant has contact with a primary and/or specialty health care provider and follows preventive screening and treatment recommendations more than 90 percent of the time. Tenant self-reports regularly taking prescribed medications, has ability to purchase and fill necessary prescriptions.	

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<b>Part 3: Health</b>						
<b>Category</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>Score or N/A</b>
<b>Harm Reduction (such as gambling, risky sexual and other behaviors).</b>	Tenant actively engages in risky behavior that they do not wish to change, that greatly threatens housing stability.	Tenant acknowledges behavior(s) may be harmful and is contemplating adoption of harm reduction goals. Behaviors threaten housing stability.	Tenant has set harm reduction goals and has clear plan to achieve them. Risky behaviors may pose threat to housing stability.	Tenant has set harm reduction goals and has taken some actions to achieve them. Risky behaviors do not pose threat to housing stability.	Tenant has adopted behaviors to achieve harm reduction goals OR does not engage in harmful behaviors. Risky behaviors do not pose threat to housing stability.	
	<b>Total Health Score</b>					<b>/20</b>

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<b>Part 4: Supportive Services and Resources</b>						
<b>Category</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>Score or N/A</b>
<b>Connection to community supports and community involvement</b>	Not applicable due to crisis situation; in "survival" mode.	Tenant has no community supports outside of supportive housing program. Socially isolated and/or no social skills and/or lacks motivation to be involved.	Tenant has limited community supports and is not interested in attaining others. Lacks ways to become involved.	Tenant has adequate community supports or has limited supports but is interested in attaining others. Some community involvement (advisory group, support group), but has barriers such as transportation, childcare issues.	Tenant seeks out community supports and has many connections including specialized services. Actively involved in community. Able to participate in the community on their own, without support from provider.	
<b>Natural Supports</b>	Tenant's natural supports are not healthy and pose threat to housing stability.	Tenant does not have many natural supports, and those that they do have pose threats to safety and health.	Tenant would like to increase natural supports.	Tenant has adequate natural supports but would like to increase friendships/relationships	Tenant has sufficient natural supports, including but not limited to family, friends, and healthy community relationships.	
<b>Crisis Intervention</b>	Tenant required regular, ongoing crisis intervention in the past 12 months; does not engage in crisis intervention planning.	Tenant has required over 5 crisis interventions in the past 12 months; does not engage in crisis intervention planning.	Tenant required 3-5 crisis interventions in the past 12 months and did not work quickly with case manager to identify needs/help.	Tenant required 3-5 crisis interventions in past 12 months and worked quickly with case manager to identify needs/help. Tenant has a crisis plan.	Tenant independently resolves crisis situations on their own and has a crisis plan.	
<b>Adult education</b>	Literacy problems and/or no high school diploma/GED are serious barriers to employment and threats to housing stability.	Enrolled in literacy and/or GED program and/or has sufficient command of English however literacy and level of education affect housing stability.	Has high school diploma/GED. Literacy and level of education may affect housing stability.	Literacy does not affect housing stability. Needs additional education/training to improve employment situation and/or to improve reading level to get by.	Literacy does not affect housing stability. Has completed education/training needed to become employable (per client goals).	
<b>Total Supportive Services and Resources Score</b>						<b>/20</b>

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<b>Part 5: Parenting and Child Services (only complete for households with children)</b>						
<b>Category</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>Score or N/A</b>
<b>Childcare</b>	Needs childcare but none is available/ accessible and/or child is not eligible. Childcare negatively affects housing stability.	Childcare is unreliable or unaffordable, inadequate supervision is a problem for childcare that is available. Childcare negatively affects housing stability.	Affordable subsidized childcare is available, but limited. Childcare needs may affect housing stability.	Reliable, affordable childcare is available, no need for subsidies. Childcare needs do not affect housing stability.	Tenant is able to select and afford quality childcare of choice. Childcare needs do not affect housing stability.	
<b>Children's Education</b>	One or more school-aged children not enrolled in school.	One or more school-aged children enrolled in school, but not attending regularly.	Enrolled in school, but one or more children only occasionally attending.	Enrolled in school and regularly attending classes most of the time.	All school-aged children enrolled and attending on a regular basis.	
<b>Parenting</b>	There are safety concerns regarding parenting skills.	Parenting skills are minimal.	Parenting skills are apparent but not adequate.	Parenting skills are adequate.	Parenting skills are well developed.	
<b>Child Welfare Involvement</b>	High level of mandated involvement with child welfare system.	Involvement with child welfare system, no resolution of matter/case.	Involvement with child welfare system and matter is close to being resolved or closed.	Past involvement with child welfare but matter resolved and closed.	No history of child welfare involvement OR involvement was more than 2 years ago.	
<b>Children with Special Needs (such as developmental disabilities, physical health needs, mental or behavioral health needs, special education)</b>	Children with special needs are not connected with any services.	Children with special needs were once connected with services, but no longer connected.	Children connected with services but participation minimal with prompting.	Children connected with services with consistent participation with minimal prompting.	Children with special needs fully participate in services with no prompting. Household is comfortable advocating for child's needs.	
<b>Total Parenting and Child Services Score</b>						<b>/25</b>

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### Move On Matrix Scoring

Households with children

Domain	Minimum Score	Maximum Score	Tenant Score	Move On Readiness Range (circle)
<b>Part 1: Housing</b>	5	25		23 - 25
<b>Part 2: Income and Benefits</b>	3	15		14 - 15
<b>Part 3: Health</b>	4	20		16 - 20
<b>Part 4: Supportive Services and Resources</b>	4	20		16 - 20
<b>Part 5: Parenting and Child Services</b>	5	25		20 - 25
<b>Total:</b>	21	105		Must score within move-on readiness range in all 5 domains

Households without children

Domain	Minimum Score	Maximum Score	Tenant Score	Move On Readiness Range (circle)	Re-calculation example if 1 item marked N/A- Max Score/Move on Readiness Range
<b>Part 1: Housing</b>	5	25		23 - 25	20 / 18 - 20
<b>Part 2: Income and Benefits</b>	3	15		14 - 15	10 / 9 - 10
<b>Part 3: Health</b>	4	20		16 - 20	15 / 12 - 15
<b>Part 4: Supportive Services and Resources</b>	4	20		16 - 20	15 / 12 - 15
<b>Total:</b>	16	80		Must score within move-on readiness range in all 4 domains	

If you had any sections marked “N/A” or “Not Applicable”- calculate the “Maximum” and “Minimum” possible point scores based on the areas that were applicable/scored. Divide “Maximum” and “Minimum” scores by “Maximum” and “Minimum” scores on scoring matrix to calculate applicable score range. [Find the mean].



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## **Move On Matrix Signatures**

The information in this assessment was collected in good faith and the information contained in this assessment is as accurate as possible.

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Case Manager Name (Print)

Case Manager Signature

Date

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Supervisor Name (Print)

Supervisor Signature

Date