



Coordinated Entry Release of Information

Homeless Services Consortium (HSC) of Dane County

Coordinated Entry is a process developed to ensure all people experiencing a housing crisis have fair and equal access to housing services and assistance.

The purpose of the Coordinated Entry Release of Information is to allow housing and service providers to share information in order to contact participants, coordinate services, and/or determine eligibility for shelter and housing opportunities. This information may be shared at case conferencing meetings. Case conferencing is a multi-agency coordination meeting that focuses on housing clients. Next steps are identified to connect people to housing and include assignment of a responsible party and a goal completion date.

The following information may be shared about each household member:

- Name, date of birth, number of people in household
- Contact information including email and phone number
- Homeless status and housing history
- Connection to mainstream resources
- Information regarding mental or physical health, alcohol and other drug use, HIV/AIDS related illness, developmental disabilities
- Amount and source of monthly income

This Release of Information is executed with the understanding that only information deemed necessary for the purposes of Coordinated Entry will be shared among relevant housing and service providers listed below.

Briarpatch Youth Services	Focus Counseling	The Road Home Dane County (TRH)
Catalyst for Change (CFC)	Friends of the State Street Family (FSSF)	The Salvation Army of Dane County (TSA)
Catholic Charities – The Beacon	Housing Initiatives, Inc. (HII)	Sankofa Behavioral & Community Health
City of Madison – Community Development Division (CDD)	Institute for Community Alliances (ICA)	Solace Friends, Inc.
Community Action Coalition (CAC)	JustDane	Tellurian Homeless Services
Community Development Authority (CDA)	Kabba Recovery Services	UnityPoint Health – Meriter HEALTH Program
Dane County Dept. of Human Services – Housing Access & Affordability and Behavioral Health	Lutheran Social Services (LSS)	Urban Triage (UT)
Dane County Housing Authority (DCHA)	Madison Street Medicine, Inc. (MSM)	U.S. Dept. of Veteran Affairs (VA)

Dane County Jail Reentry Coordinator	New Bridge	Vivent Health
Domestic Abuse Intervention Services (DAIS)	Occupy Madison, Inc.	Wisconsin Dept. of Veteran Affairs (WDVA)
Equitable Social Solutions (ESS)	OutReach LGBTQ+ Community Center	YWCA Madison
	Porchlight, Inc.	

Your signature below indicates that you understand the information provided by the Coordinated Entry staff, have received answers to your questions, and have freely chosen to participate in the Homeless Services Consortium of Dane County's Coordinated Entry. By agreeing to participate in Coordinated Entry, you are not giving up any of your legal rights. This release remains valid until you revoke permission.

I acknowledge that I have reviewed my rights as outlined and have received a copy of *Additional Information Regarding Use and Disclosure of Protected Information* **(provide last page to participant)**.

Participant Name (print clearly)

Participant Signature (or mark)

Date

Verbal consent was obtained by phone (check if applicable)

Witness Name (print clearly)

Witness Agency/Affiliation

Witness Signature

Date