Coordinated Entry Implementation Checklist
Community Name:

THN
TEXAS HOMELESS NETWORK

Documentation Requirements	Due Date	Completed	Notes
Coordinated Entry Policies & Procedures	9/1/2017		
Community Marketing Materials	1/12/2018		
Completed Eligibility Matrix	1/12/2018		
Community Systems Map	1/12/2018		
CEPE & Community Agencies MOU	1/12/2018		
CEPE & THN MOU	1/12/2018		

Other Requirements	Due Date	Completed	Notes
Assessors List (Community Staff Training list)	12/4/2017		

Training Requirements (Training will not be opened until CE P&P's are approved)	Training Opens	Completed	Notes
HMIS Training Complete	1/1/2018		
Cordinated Entry Training Complete	1/1/2018		

Implementation Launched	Due Date	Actual	Notes
HMIS Live Site Access Opened (HMIS live site will not be opened until all implementation requirements have been successfully met)			
Implementation Date	1/23/2018		

Questions? Contact the Systems Change Coordinator
Tiffany@thn.org

Resources: Coordinated Entry Resources
Marketing Material Resources
Texas Balance of State Tools