



Dannel P. Malloy  
Governor

STATE OF CONNECTICUT  
DEPARTMENT OF HOUSING



Evonne M. Klein  
Commissioner

July 25, 2017

To: Coordinated Access Networks

From: Steve DiLella, Director, Individual and Family Support Unit, DOH

Re: Update on the Administering the VI-SPDAT and SPDAT

We have received feedback from Coordinated Access Network (CAN) providers about the use of the SPDAT tool, and the bandwidth of CANs to administer the tool. The Connecticut Coalition to End Homeless (CCEH) sponsored a services of SPDAT trainings with OrgCode's Ian De Jong in April 2017. This trainings expanded the staffing to administer the SPDAT, and created a train-the-trainer model, which will create additional capacity to administer the tool. In conjunction with CAN providers, our statewide policies and procedures of when to administer the full SPDAT or Re-Administer the VI-SPDAT have been revised. Decisions to administer the SPDAT must be made within local CAN housing matching meetings.

## VI-SPDAT & SPDAT Policy and Procedures:

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- **When to Administer the full SPDAT:**

- When there are 2 or more vastly contradicting VI-SPDAT Scores within the past year take the case to the housing committee and get approval to determine whether a full SPDAT should be administered. The new SPDAT should be done by a different provider.
- Once a client reaches 9 continuous months of homelessness or 3 episodes totaling to 9 months or more of homelessness and has a score of 3 or lower administer the full SPDAT in consultation with the housing committee. The new SPDAT should be done by a different provider.
- Paper copy of the SPDAT needs to be uploaded into HMIS or the SPDAT needs to be administered electronically in HMIS.
- If the provider thinks the VI-SPDAT has a wide discrepancy from the client's vulnerability based upon review of the VI-SPDAT and the provider's knowledge of the client, consult with the housing committee about administering the full SPDAT.

- **When to Re-Administer the VI-SPDAT:**

- If there is an existing VI-SPDAT score and there has been a major life change within the last year, refer to major life change chart, re-administer the VI-SPDAT after approval from housing placement team.
- New VI-SPDAT should be done by a different provider.

- **Quality Control:**

- Providers who are administering the SPDAT should be recertified annually at a SPDAT training.
- Once SPDAT is completed, please notify the housing committee for review.
- Paper versions of the SPDAT should be electronically entered or uploaded into HMIS within 48 hours. Once completed, the housing placement should be notified and the assessment should be discussed at the next housing matching meeting.
- Only those trained in the SPDAT by certified SPDAT trainers can administer the tool to clients.
  - Current SPDAT trainers in Connecticut are:
    - Mimi Haley, CCEH
    - Caroline Perez, Shelter NOW – New Opportunities
    - Candyce Grant, Shelter NOW – New Opportunities
    - Carl Asikainen, CCEH
    - Jessica Kubicki, Supportive Housing Works
    - Leigh Shields-Church, Dept. of Housing
    - Corey Allen, Operation Hope
    - Juakia Inabinet, United Way of Greater New Haven
    - Lisa Quach, Journey Home
    - Mollie Greenwood, Journey Home
    - Kara Capobianco, Dept. of Housing

If you have any questions, please contact your local CAN Manager, Kara Capobianco at 860-371-4282 or Leigh Shields-Church at 860-371-9579.