Grasp Software Corporation
Women In Safe Housing®
Formula Builder Whitepaper
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Author: **MRC**
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Subject: **Building Stat Formulas with Formula Builder**

Preamble: In build 1.0.27 we released the first version of the Government Codes Formula Builder. This underwent a substantial rebuild with the release of W.I.S.H. Version 2. This document is intended to provide an in-depth look and instruction on the use of the powerful feature of **W.I.S.H.**® *.*

Table of Contents:

Concept

The fundamental concept of **W.I.S.H.®** is two-fold. First of all, the goal is to provide a continuum of service for your clients. Tracking and documenting their needs and the service that is provided to them is hopefully going to result in turning the tide on domestic violence in her life. The second part of the goal of **W.I.S.H.™** is to collect valuable statistics which will be able to be used to collect stats for research and funding purposes. To this end, **W.I.S.H.®** collects statistical data for each service delivery transaction provided. In build 1.0.27, a Formula Builder was added which added an entirely new dimension to the stats reporting by giving you the ability to pull various stats collected together into a single figure. The primary use for this would be to be able to pull performance stats from various sources within **W.I.S.H.®** for funding source, management and research purposes. The timing of the construction of **W.I.S.H.®** version 2 coincided with significant draft changes to the funding source in Ontario and some "grass roots" statistic initiatives in British Columbia. To ensure that **W.I.S.H.®** continued to answer the needs of our present and future clients, the Stats Formulas also underwent a substantial rewrite.

By the time that you have studied this entire White Paper, you would be expected to be able to both build and understand Statistic Formulas.

Section Headers

The Formulas that you build are organized on your Stats Report by "Funding Source Section". Each time a new Section is reached on the Stats Report, a new page is started. This way you can collect and report your stats in an organized manner. At the time that Build 1.0.27 introduced the first formula builder, examples of Section Headers that were used by the Government of Ontario at that time were as follows:

8771	Emergency Shelter Services
8773	Counseling Services
8778	Child Witness Program
8779	Transitional & Housing Support Services

Different provinces (and states) have different funding lines and you would create Formula Headers which correspond to your specific funding and statistical group needs.

You are free to add to or delete Section Headers as your needs dictate or change. For example, you may decide that you do not want to use **W.I.S.H.™** to track information for a private funding source who requests their own stats. You could simply add a new Section Header ("PF", for example). There is virtually no limit to the number of Section Headers that you can have (well, OK there is a limit but it is really high: 16,711,649) but the goal is to maintain a manageable and meaningful set of Section Headers into which the Code Formulas can be organized.

Section Codes are added by clicking on the **Formula Section Header Maintenance** available from the **Code Maintenance** pull down menu at the top of your screen.
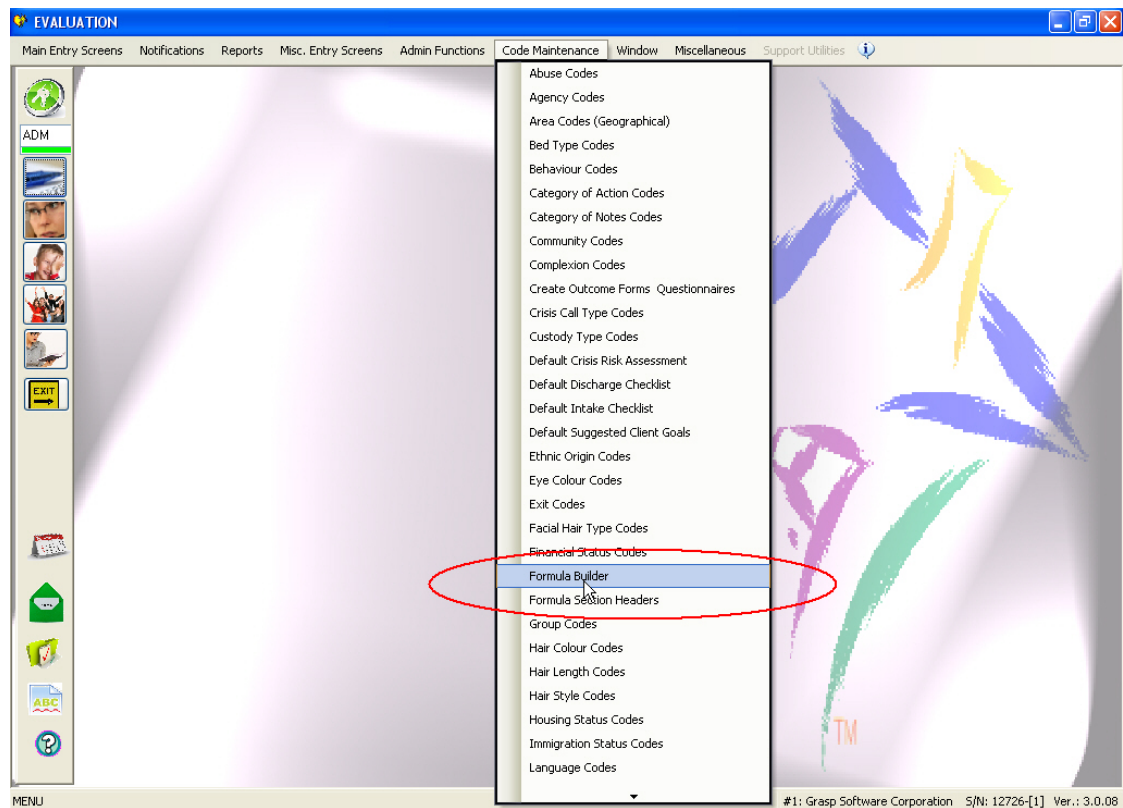
NOTE: The Code Maintenance pull-down menu is only available when you are logged in as "ADM"

Once selected, you will be able to add or remove Government Section Codes on this screen here:

Government Section Headers

Code	Description
FCS	MAG Family Court Support
2014-8779	Transitional Support
2014-8778	Child Witness Protection
2014-8773	Counselling
2014-8771	Emergency Shelter

So, you see setting up the Government Section Headers is easy. In the next part of this paper you will see how the Section Headers are used in the defining of the Government Codes.

Government Code Formula Setup

To setup your Government Code Formulas, locate and click on the **Government Code Formula Builder** located on the **Code Maintenance** pull-down menu (this is the same menu where you found **Government Section Header Maintenance**).   The Formula Builder screen will open.

Click on the **F4** button in the *Code* field to obtain the list of Government Codes that are currently set up in your data. If you select the **"HOURDIR#"** record for Section **"8771",** your screen will look similar to what is shown above (assuming that you are using the DEMO data that came with **W.I.S.H.™** .

SCREEN LAYOUT

These are the various sections of the screen that you will need to get familiar with.

The Header area:

This section of the screen will shown the Government Section Header (remember setting these up in section 1 of this paper), the Code of the Formula, the Type of the Formula, the Name of the Formula and the Province or State that this Formula pertains to.

The Action area:

This area is used to add more data *elements* to the Formula.

The Formula Dialog area:

This dialog shows the content of the Formula. We will learn later in this paper how to read and dissect a Formula (not as hard as it may look).

The Action Button area:

Use this area to do the following in order of appearance:

Print Button – Print a concise list of all of your Government Code Formulas

Save Button – Saves your changes

New Button – Clear the contents from the screen in preparation to enter a New Formula.

Delete Button – Delete the Government Code Formula that is currently shown on the screen

Check Formula Button – This button will perform a syntax check of the Formula that has been entered for your Government Code and report any errors near the top of the screen. Shows OK if no errors. Errors are presented as messages.

Data Elements

Formulas are constructed by adding, subtracting, multiplying or dividing Data Elements to derive a Result. The Result of the Formula is the statistic that is reported. Data Elements basically represent data that is entered in various spots in the program. By referencing these spots as a "data element", you can add together various entries that staff make in a variety of ways to result in a specific statistic. For example, the Formula shown here:

```
+ :PR;RSAD,Total,ServiceValue^ +
:PR;RSCC,Total,ServiceValue^ +
:PR;RSIC,Total,ServiceValue^ +
:PR;RSLS,Total,ServiceValue^ +
:PR;RSPS,Total,ServiceValue^ +
:PR;RSSP,Total,ServiceValue^ +
:GR;RM,,ServiceValueMass^ +
:CT;CR,CrisisCall,ServiceValue^ +
:CT;INFO,CrisisCall,ServiceValue^
```

is adding together 9 different data elements that were entered on three different screens in **W.I.S.H.®** to give a single result. We will explore how to understand what these elements are (so that you can "read" the formula) in a moment, but just notice for the moment that each element starts with an operation (usually a "+" sign) and ends with a carat "**^**". The elements in the example above are:

:PR;RSAD,Total,ServiceValue**^**

:PR;RSCC,Total,ServiceValue**^**

:PR;RSIC,Total,ServiceValue**^**

:PR;RSLS,Total,ServiceValue**^**

:PR;RSPS,Total,ServiceValue**^**

:PR;RSSP,Total,ServiceValue**^**

:GR;RM.,ServiceValueMass**^**

:CT;CR,CrisisCall,,ServiceValue**^**

:CT;INFO,CrisisCall,ServiceValue**^**

While this still might look a bit foreign, the first thing to be aware of is that each data element has 4 Components. The first two are separated by a semi-colon ";" and the remaining are separated by a comma. The 4 components are:

MODE

FIELD

COUNTER

TYPE

For Example, the first Element above (**:PR;RSAD,Total,ServiceValue^**) splits or "reads" out as follows:

MODE = "**:PR;**"

FIELD = "**RSAD**"

COUNTER = "**Total**"

TYPE = "**ServiceValue**"

In English, this means "Add together all of the time entered for adults on the Client Workbook Timelog entry screen when the Code 'RSAD' was used".

The complete list of available DATA ELEMENTS are attached to the end of this document as an Addendum. **Be sure to read the Addendum!**

Adding Data Elements to a Formula

If you have browsed through the Addendum of Data Elements found at the end of this document, you may realize the amount of possibilities that your formulas have. Now you could physically type each Data Element into the formula, but this would be very prone to mis-types and basic human error. To make this easy, we have created the Action Area to provide a "***Search and*** Select" method of adding Data Elements to your formula. In essence, using the Action Area does all of the typing for you.

Once you have either picked or created a Formula Statistic (by picking a Section Header and Code) you can add to that formula element by element as follows in this example.

[Assuming that you are working in the DEMO Data]

In the Demo Data, we have a Time Log Code for use whenever the Outreach Team does any type of counseling regarding a Clients Safety Plan. The Code for it in the DEMO DATA (your shelter may have different codes), is **ORSP**. Let's say that we wanted to add an element to a formula that counted all of the hours spent doing safety planning with Clients. Using the Action Area, we would proceed as follows:

STEP 1: Pick Type to Add – *Select* **PR; Timelog Codes**

STEP 2: Prog/Serv Code to Track – *Select* **ORSP – Outreach Safety Plan**

STEP 3: Value Type – *Select* **ServiceValue**

STEP 4: Counter to Use – *Select* **Total**

When you have made these selections, click on the **Final Step: Insert into formula** button. You will see that the formula adds the element as shown:

NOTES:

In this example, we added an element for a *Timelog Code* which requested values for all 4 steps (components). Not all elements will require 4 steps (components). Internally, **W.I.S.H.®** knows which elements need to have all 4 steps and which ones don't and will only ask you for steps (components) that have choices available.

In all Data Elements other than "Internal Counter" (**IC;**) Data Elements, you will have the option when picking the Field Code (usually STEP 2:) of selecting ALL Codes when you do in fact what all Codes to be used in the formula. You will see this on the drop down selection list in STEP 2: as "*****ALL**" or something similar to this.

Other Topics

PRINTING FORMULA LISTING

You are encouraged to print your formulas both for a hard copy and for a means of double-checking your work. You can print the formulas by clicking on the printer icon on this screen.

ORDER OF OPERATIONS

Most often you will be selecting Addition or Subtraction (+ or -) as the operation to be performed, but you can also select Multiplication or Division (* or /). In any event, **W.I.S.H.™** performs the operations in the order that they are presented, so if you have 3 elements with values of 10, 2 and 7 respectively.

10+2 / 7 differs from 10 / 7 +2, so be sure to think out the order of the Elements when working with Multiplication and Division as operations in your Formula.

FORMULA TYPE AND ADDING NEW CODES

You can add your own formulas simply by clearing the screen with the clear button and then selecting a valid **Section,** typing a unique **Code** and name, and picking a valid formula **Type** in the Header Area of the screen.

ADDENDUM: DATA ELEMENTS:

AB; Abuse Types Statistics:

Reports the Abuse Types cited by callers on the Calls logged or resident Clients admitted to the shelter during the report period.

MODE

AB;

FIELD

{Code} – This is the Abuse Type Code indicated on the call.

COUNTER

CrisisCall	Logged on a Call/Walk In
InShelter	Logged on Shelter Intakes (Stays)

TYPE

QtyCount

Example:

:AB;EM,CrisisCall,QtyCount^

AG; Age Statistics

AG;

{Age in years}   example 1,2,3,…104

{Registered Prog}   This is the Code of the Registered Program and will report the age of all of the Clients/Children that were enrolled(intaked) into the program within the report period. The age is calculated as their age at the date of Intake.

ChildStays   This will report the Age of each child who stayed in the shelter during the report period and will calculate their age at the date of Intake. It only reports children intaked into the shelter during the report period and will report the age of a child who has multiple intakes within the report period multiple times.

ClientStays   This will report the Age of each client who stayed in the shelter during the report period and will calculate their age at the date of Intake. It only reports clients intaked into the shelter during the report period and will report the age of a client who has multiple intakes within the report period multiple times.

InShelter   Reports the ages of the Clients who commenced a stay in the shelter in the report period. This is an unduplicated counted meaning that it is counted for the client's first stay in the report period.

InShelterQtr   Reports the ages of the Clients who stayed in the shelter in the report period. Unduplicated in the Quarter. This is only available in the AutoStats method.

InShelterKid   Reports the ages of the Children who commenced a stay in the shelter in the report period. This is an unduplicated counted meaning that it is counted for the child's first stay in the report period.

InShelterKidQtr   Reports the ages of the Children who stayed in the shelter in the report period. Unduplicated in the Quarter. This is only available in the AutoStats method.

QtyCount   Reports regardless of Gender

F   Reports the number of Females

M   Reports the number of Males

T   Reports the number identifying as Transgender

:AG;22,InShelter,QtyCount^

:AG,35,InShelterKid,F^

AS; Aboriginal Status Statistics

AS;

{Aboriginal Status Code}   This is the Aboriginal Status Code that you want to report on.

{Registerd Program Code}   This is the Registered Program Code that you want to track. Reports the Aboriginal Status of the Clients that were enrolled in this specific Registered Program during the report period.

ChildStays   This will report the Aboriginal Status of each child who stayed in the shelter during the report period. It only reports children intaked into the shelter during the report period and will report a child who has multiple intakes within the report period multiple times.

ClientStays   This will report the Aboriginal Status of each client who stayed in the shelter during the report period. It only reports clients intaked into the shelter during the report period and will report a client who has multiple intakes within the report period multiple times.

InShelter   Reports the Aboriginal Status of the Clients who commenced a stay in the shelter in the report period. This is an unduplicated counted meaning that it is counted for the client's first stay in the report period.

InShelterQtr   Reports the Aboriginal Status of the Clients who stayed in the shelter in the report period. Unduplicated in the Quarter. This is only available in the AutoStats method.

InShelterKid   Reports the Aboriginal Status of the Children who commenced a stay in the shelter in the report period. This is an unduplicated counted meaning that it is counted for the child's first stay in the report period.

InShelterKidQtr   Reports the Aboriginal Status of the Children who stayed in the shelter in the report period. Unduplicated in the Quarter. This is only available in the AutoStats method.

Umbrella_{*}   Reports the Aboriginal Status of Clients or Children enrolled in a Registered Program which has its' "Umbrella Program" Code set as **A, B, C, D, E** or **F.**

QtyCount

:AS,NS1,InShelter,QtyCount^

BA; Aboriginal Status by Bed Type Statistic

MODE:

BA;

FIELD:

{Aboriginal Status Code}   This is the Aboriginal Status Code that you want to report on.

COUNTER:

{Bed Type Code}   This is the Bed Type Code that you want to report Aboriginal Status on.

TYPE:

AdultCount   Breakdown of the Aboriginal Status of Adults who stayed at the shelter under the specified Bed Type Code. This is an unduplicated count by Bed Type.

KidCount   Breakdown of the Aboriginal Status of Children who stayed at the shelter under the specified Bed Type Code. This is an unduplicated count Bed Type

Example:

:BA;NS1,HMLS,AdultCount^

.

BG; Age Breakdown by Bed Type Statistic

BG;

{##}   This is the number representing the Age that you want to report on. Valid range is 1 to 114.

{Bed Type Code}   This is the Bed Type Code that you want to report on.

AdultCount   **Reports** the ages of Adults who stayed at the shelter under the specified Bed Type Code. This is an unduplicated count by Bed Type.

KidCount   Reports the ages of Children who stayed at the shelter under the specified Bed Type Code. This is an unduplicated count Bed Type

:BG;23,HMLS,AdultCount^

BH; Housing Status upon Discharge by Bed Type Statistic

MODE:

BH;

FIELD:

{Housing Status Code}   This is the Housing Status Code that you want to report on. Housing Status is entered upon discharge (ie Where did the Client go to?) and this stat is counted each time a client discharges from shelter.

COUNTER:

{Bed Type Code}   This is the Bed Type Code that you want to report Housing Status on.

TYPE:

QtyCount

Example:

:BH;RET1,VAW,QtyCount^

BL; Service Language by Bed Type Statistic

MODE:

BL;

FIELD:

{Language Code} This is the Language Code that you want to report on.

COUNTER:

{Bed Type Code} This is the Bed Type Code that you want to report Service Language on.

TYPE:

AdultCount Breakdown of the Service Language of Adults who stayed at the shelter under the specified Bed Type Code. This is an unduplicated count by Bed Type.

KidCount Breakdown of the Service Language of Children who stayed at the shelter under the specified Bed Type Code. This is an unduplicated count Bed Type

Example:

:BL;E,VAW,AdultCount^

BM; Community by Bed Type Statistic

MODE:

BM;

FIELD:

{Community Code}   This is the Community Code that you want to report on.

COUNTER:

{Bed Type Code}   This is the Bed Type Code that you want to report Community on.

TYPE:

AdultCount   Breakdown of the Community of Adults who stayed at the shelter under the specified Bed Type Code. This is an unduplicated count by Bed Type.

KidCount   Breakdown of the Community of Children who stayed at the shelter under the specified Bed Type Code. This is an unduplicated count Bed Type

Example:

:BM;CITY,VAW,AdultCount^

BN; Gender by Bed Type Statistic

MODE:

BN;

FIELD:

F   Reports the number of Females.

M   Reports the number of Males

T   Reports the number of individuals identifying as Transgender

COUNTER:

{Bed Type Code}   This is the Bed Type Code that you want to report Aboriginal Status on.

TYPE:

AdultCount   Breakdown of the Gender of Adults who stayed at the shelter under the specified Bed Type Code. This is an unduplicated count by Bed Type.

KidCount   Breakdown of the Gender of Children who stayed at the shelter under the specified Bed Type Code. This is an unduplicated count Bed Type

Example:

:BN;F,VAW,KidCountCount^

BP; Preferred Language by Bed Type Statistic

MODE:

BP;

FIELD:

{Language Code}   This is the Language Code that you want to report on.

COUNTER:

{Bed Type Code}   This is the Bed Type Code that you want to report Preferred Language on.

TYPE:

AdultCount   Breakdown of the Preferred Language of Adults who stayed at the shelter under the specified Bed Type Code. This is an unduplicated count by Bed Type.

KidCount   Breakdown of the Preferred Language of Children who stayed at the shelter under the specified Bed Type Code. This is an unduplicated count Bed Type

Example:

:BP;F,VAW,AdultCount^

BQ; Length of Service by Bed Type (by Quarter) Statistics

MODE:

BQ;

FIELD:

Q01	Up to 91 days
Q02	92 to 182 days
Q03	183 to 274 days
Q04	275 to 365 days
Q05	366 to 456 days
Q06	457 to 548 days
Q07	549 to 639 days
Q08	640 to 730 days
QPLU	more than 730 days

COUNTER:

{Bed Type Code}   This is the Bed Type code that you want to report length of stay on.

TYPE:

QtyCount

Example:

:BQ;Q01,VAW,QtyCount^

BR; Referral Source Statistics by Bed Type

MODE:

BR;

FIELD:

{Referral Source Code}   The Referral Source code that you want to report on.

COUNTER:

{Bed Type Code}   The Bed Type Code that you are reporting the Statistic
for.

TYPE

QtyCount   Counts for each Intake into Shelter, Registered Program
or each Crisis Call.

UniqueQtyCount   Counts once for each Client who stays at the Shelter
under the specified Bed Type Code.

Example:

:BR;SELF,HMLS,QtyCount^

BT; Bed Type Use Statistics

MODE:

BT;

FIELD:

{Bed Type Code}   This is the Bed Type could that you want to report on.

COUNTER:

InShelter   Reports on Adults who stayed in the shelter under the specified Bed Type Code.

InShelterKid   Reports on Children who stayed in the shelter under the specified Bed Type Code

TYPE:

ClientCount   Reports the unduplicated Adults or Children (depending on the COUNTER used) who stayed in the Shelter under the specified Bed Type Code.

QtyCount   Reports the total number of nights that Adults or Children (depending on the COUNTER used) stayed in the shelter during the report period. Also commonly known as "Bednights".

Example:

:BT,VAW,InShelter,QtyCount^

BW; Length of Service by Bed Type (by week) Statistics

MODE:

BW;

FIELD:

W01	Up to 7 days
W02	**8** to 14 days
W03	15 to 21 days
W04	22 to 28 days
W05	29 to 35 days
W06	36 to 42 days
W07	43 to 49 days
W08	50 to 56 days
W09	57 to 63 days
W10	64 to 70 days
W11	71 to 77 days
W12	78 to 84 days
W13	85 to 91 days
WPLU	more than 91 days

COUNTER:

{Bed Type Code}	This is the Bed Type code that you want to report length of stay on.

TYPE:

QtyCount

Example:

:BW;W02,VAW,QtyCount^

BX; Exit Code by Bed Type Statistics

MODE:

BX;

FIELD:

{Exit Code}   The Exit Code that you want to report on. Exit Codes are entered during the discharge of the Client from the Shelter.

COUNTER:

{Bed Type Code}   The Bed Type Code that you want to report on.

TYPE:

QtyCount

Example:

:BX;REF,VAW,QtyCount^

BY; Marital Status by Bed Type Statistics

MODE:

BY;

FIELD:

{Marital Status Code}   The Marital Status that you want to report on.

COUNTER:

{Bed Type Code}   The Bed Type Code that you want to report on.

TYPE:

QtyCount

Example:

:BY;CL,VAW,QtyCount^

CG; Geographical Area (Region) of Calls Statistics

CG;

{Geog. Area (Region) Code} This is the Geographical Area (Region) Code entered on the Call / Walk-in screen that you want to report on.

CrisisCall

QtyCount

:CG;WEST,CrisisCall,QtyCount

CM; Community Code Statistics

Note that in addition to these statistical Data Elements, there is also a "Community Breakdown" report found on the **Reports** pulldown menu at the top of the screen which will report the Communities that the clients registered in programs come from.

CM;

{Community Code}   This is the Community Code that you want to report on.

{Registerd Program Code}   This is the Registered Program Code that you want to track. Reports the Community Code of the Clients/Children that were enrolled in this specific Registered Program during the report period.

ClientStays   Community Code selections of Clients that commenced a stay in the shelter during the report period. This is a duplicated count meaning that the client is counted for each stay.

InShelter   Community Code selections of Clients that stayed in the shelter during the report period. Unduplicated.

InShelterQtr   Community Code selections of Clients that stayed in the shelter during the report period. Unduplicated in the Quarter. This counter is only available using the AutoStats method.

InShelterKidQtr   Community Code selections of Children that stayed in the shelter during the report period. Unduplicated in the Quarter. This counter is only available using the AutoStats method.

InShelterTimeLogs   Community Code selections of Clients that stayed in the shelter during the report period AND had Time Log Service logged for them during that time. Reports the number of occurrences (ie Sessions).

InShelterTimeValue   Service Value of Timelog entries for Clients that stayed in the shelter during the report period AND had Time Log Service logged for them during that time, totalled by the Clients Community Code

NotInShelterTimelogs   Community Code selections of Clients that stayed in the shelter during the report period AND had Time Log Service logged for them during that time. Reports the number of Time Log occurrences (ie Sessions).

NotInShelterTimeValue   Service Value of Timelog entries for Clients that stayed in the shelter during the report period AND had Timelog Service logged for them during that time, totalled by the Clients Community Code

QtyCount   Reports the count / number of occurrences (sessions) associated
with the requested statistic. Not valid for COUNTERS: **InShelterTimeValue NotInShelterTimeValue**

ServiceValue   Reports the time logged under the requested statistic request.
Only valid for COUNTERS: **InShelterTimeValue NotInShelterTimeValue**

Example:

:CM;GTA,InShelter,QtyCount^

CR; Reason for Call Statistics

MODE:

CR;

FIELD:

{Reason for Call Code}   This is the Reason for Call code that you want to report on.

COUNTER:

CrisisCall   Reports the Reasons for Call attached to each of the Calls logged in the report period. Each call can have multiple reasons logged. Calls can also have no reasons logged.

PrimaryReason   Reports the Reason for Call selected as the Primary Reason for Call on all Calls logged in the report period.

ChildrenByPrimaryReason   Reports the number of Children reported on all calls by the Primary Reason for the call logged in the report period.

TYPE:

QtyCount

Example:

:CR;FOOD,CrisisCall,QtyCount^

CT; Call Type Statistics

CT;

FIELD:

{Call Type Code}   This is the "Type of Call" Code that you are wanting to report on.

COUNTER:

CrisisCall

TYPE:

FirstTimeCallers   Calls to the Crisis Line where the caller identified as a First Time Caller by checking the "First Time Caller" Checkbox on the "Call Demographics" tab of the Call screen.

KnownClientCallQty   Calls to the Crisis Line by known clients. (Call is attached to a Client Workbook).

KnownClients   Known clients who called the Crisis Line by Call Type.

PastResidents   Calls to the Crisis Line where the caller identified as a Past Resident by checking the "Past Resident" checkbox on the Call Demographics tab of the call screen.

QtyCount   Calls logged during the report period.

SafetyPlans   Calls to the Crisis Line where the "Safety Plan" checkbox was ticked on the Call Demographics tab of the call screen.

ServiceValue   The total duration of the calls logged during the report period.

WithChildren   Calls to the Crisis Line where the caller identified as having children by setting the value of "Children" counter on the call screen to a value higher than zero. Reports the number of calls logged where children were impacted.

ChildrenCount   Total number of Children recorded on Calls to the Crisis Line where the caller identified as having children by setting the Children counter field on the call screen to a value other than zero.

Example:

:CT;CR,CrisisCall,QtyCount^

DG; Client Demographics by Group Participation Statistics

DG;

This value changes based on the COUNTER.

{Community Code} This is the Community Code being reported on. Only valid for COUNTERS **CommunitySessions_Adult CommunityServiceValue_Adult CommunitySessions_Child CommunityServiceValue_Child**

{Language Code} This is the Language Code being reported on. Only valid for COUNTERS **PrefLangSessions_Adult PrefLangServiceValue_Adult PrefLangSessions_Child PrefLangServiceValue_Child ServLangSessions_Adult ServLangServiceValue_Adult ServLangSessions_Child ServLangServiceValue_Child**

{Misc Dem. 1 Code} This is the Miscellaneous Demographics 1 Code being reported on. Only valid for COUNTERS **Misc1Sessions_Adult Misc1ServiceValue_Adult Misc1Sessions_Child Misc1ServiceValue_Child**

{Misc Dem. 2 Code} This is the Miscellaneous Demographics 2 Code being reported on. Only valid for COUNTERS **Misc2Sessions_Adult Misc2ServiceValue_Adult Misc2Sessions_Child Misc2ServiceValue_Child**

{Misc Dem. 3 Code} This is the Miscellaneous Demographics 3 Code being reported on. Only valid for COUNTERS **Misc3Sessions_Adult Misc3ServiceValue_Adult Misc3Sessions_Child Misc3ServiceValue_Child**

{Misc Dem. 4 Code} This is the Miscellaneous Demographics 4 Code being reported on. Only valid for COUNTERS **Misc4Sessions_Adult Misc4ServiceValue_Adult Misc4Sessions_Child Misc4ServiceValue_Child**

{Ethnic Origin Code} This is the Ethnic Origin Code being reported on. Only valid for COUNTERS **EthOrgSessions_Adult EthOrgServiceValue_Adult EthOrgSessions_Child EthOrgServiceValue_Child**

{Aboriginal Code} This is the Aboriginal Code being reported on. Only valid for COUNTERS **AborgSessions_Adult AborgServiceValue_Adult AborgSessions_Child AborgServiceValue_Child**

{Immigration Status} This is the Immigration Status Code being reported on. Only valid for COUNTERS **ImmigSessions_Adult ImmigServiceValue_Adult**

F Reports the number of times / total Group duration of female participants in the Group being tracked. Only valid for COUNTERS: **GenderSessions_Adult GenderServiceValue_Adult GenderSessions_Child GenderServiceValue_Child**

M Reports the number of times / total Group duration of male participants in the Group being tracked. Only valid for COUNTERS: **GenderSessions_Adult GenderServiceValue_Adult GenderSessions_Child GenderServiceValue_Child**

T   Reports the number of times / total Group duration of transgender participants in the Group being tracked. Only valid for COUNTERS: **GenderSessions_Adult GenderServiceValue_Adult GenderSessions_Child GenderServiceValue_Child**

COUNTER:

CommunitySessions_Adult   Reports the number of times that a Client attended the specified Group who was from the specified Community

CommunityServiceValue_Adult   Reports the total of service provided to Clients from a specified community for the specified Group

CommunitySessions_Child   Reports the number of times that a Child attended the specified Group who was from the specified Community

CommunityServiceValue_Child   Reports the total of service provided to Children from a specified community for the specified Group

PrefLangSessions_Adult   Reports the number of times that a Client with the specified Preferred Language was an attendee in the specified Group.

PrefLangServiceValue_Adult   Reports the total service provided to Clients with a specified Preferred Language Code as an attendee in the specified Group.

PrefLangSessions_Child   Reports the number of times that a Child with the specified Preferred Language was an attendee in the specified Group.

PrefLangServiceValue_Child   Reports the total service provided to Children with a specified Preferred Language Code as an attendee in the specified Group.

ServLangSessions_Adult   Reports the number of times that a Client with the specified Service Language code was an attendee in the specified Group.

ServLangServiceValue_Adult   Reports the total service provided to Clients with a specified Service Language Code as an attendee in the specified Group.

ServLangSessions_Child   Reports the number of times that a Child with the specified Service Language was an attendee in the specified Group.

ServLangServiceValue_Child   Reports the total service provided to Children with a specified Service Language Code as an attendee in the specified Group.

Misc1Sessions_Adult   Reports the number of times that a Client with the specified Miscellaneous 1 Demographic code was an attendee in the specified Group.

Misc1ServiceValue_Adult   Reports the total service provided to Clients with a specified Miscellaneous 1 Demographic code as an attendee in the specified Group.

Misc1Sessions_Child   Reports the number of times that a Child with the specified Miscellaneous 1 Demographic code was an attendee in the specified Group.

Misc1ServiceValue_Child   Reports the total service provided to Children with a specified Miscellaneous 1 Demographic code as an attendee in the specified Group.

Misc2Sessions_Adult — Reports the number of times that a Client with the specified Miscellaneous 2 Demographic code was an attendee in the specified Group.

Misc2ServiceValue_Adult — Reports the total service provided to Clients with a specified Miscellaneous 2 Demographic code as an attendee in the specified Group.

Misc2Sessions_Child — Reports the number of times that a Child with the specified Miscellaneous 2 Demographic code was an attendee in the specified Group.

Misc2ServiceValue_Child — Reports the total service provided to Children with a specified Miscellaneous 2 Demographic code as an attendee in the specified Group.

Misc3Sessions_Adult — Reports the number of times that a Client with the specified Miscellaneous 3 Demographic code was an attendee in the specified Group.

Misc3ServiceValue_Adult — Reports the total service provided to Clients with a specified Miscellaneous 3 Demographic code as an attendee in the specified Group.

Misc3Sessions_Child — Reports the number of times that a Child with the specified Miscellaneous 3 Demographic code was an attendee in the specified Group.

Misc3ServiceValue_Child — Reports the total service provided to Children with a specified Miscellaneous 3 Demographic code as an attendee in the specified Group.

Misc4Sessions_Adult — Reports the number of times that a Client with the specified Miscellaneous 4 Demographic code was an attendee in the specified Group.

Misc4ServiceValue_Adult — Reports the total service provided to Clients with a specified Miscellaneous 4 Demographic code as an attendee in the specified Group.

Misc4Sessions_Child — Reports the number of times that a Child with the specified Miscellaneous 4 Demographic code was an attendee in the specified Group.

Misc4ServiceValue_Child — Reports the total service provided to Children with a specified Miscellaneous 4 Demographic code as an attendee in the specified Group.

EthOrgSessions_Adult — Reports the number of times that a Client with the specified Ethnic Origin code was an attendee in the specified Group.

EthOrgServiceValue_Adult — Reports the total service provided to Clients with a specified Ethnic Origin code as an attendee in the specified Group.

EthOrgSessions_Child — Reports the number of times that a Child with the specified Ethnic Origin code was an attendee in the specified Group.

EthOrg_Child — Reports the total service provided to Children with a specified Ethnic Origin code as an attendee in the specified Group.

AborgSessions_Adult — Reports the number of times that a Client with the specified Aboriginal code was an attendee in the specified Group.

AborgServiceValue_Adult — Reports the total service provided to Clients with a specified Aboriginal code as an attendee in the specified Group.

AborgSessions_Child   Reports the number of times that a Child with the specified Aboriginal code was an attendee in the specified Group.

AborgServiceValue_Child   Reports the total service provided to Children with a specified Aboriginal code as an attendee in the specified Group.

ImmigSessions_Adult   Reports the number of times that a Client with the specified Immigration Status code was an attendee in the specified Group.

ImmigServiceValue_Adult   Reports the total service provided to Clients with a specified Immigration Status code as an attendee in the specified Group.

GenderSessions_Adult   Reports the number of times that a Client with the specified Gender was an attendee in the specified Group.

GenderServiceValue_Adult   Reports the total service provided to Clients with a specified Gender as an attendee in the specified Group.

GenderSessions_Child   Reports the number of times that a Child with the specified Gender was an attendee in the specified Group.

GenderServiceValue_Child   Reports the total service provided to Children with a specified Gender as an attendee in the specified Group.

TYPE:

{Group Code}   This is the Group Code being reported on.

Example:

:DG;F,GenderSessions_Adult,HEAL^

DT; Client Demographics by Time Log Service Statistics

DT;

This value changes based on the COUNTER.

{Community Code} This is the Community Code being reported on. Only valid for COUNTERS **CommunitySessions_Adult CommunityServiceValue_Adult CommunitySessions_Child CommunityServiceValue_Child**

{Language Code} This is the Language Code being reported on. Only valid for COUNTERS **PrefLangSessions_Adult PrefLangServiceValue_Adult PrefLangSessions_Child PrefLangServiceValue_Child ServLangSessions_Adult ServLangServiceValue_Adult ServLangSessions_Child ServLangServiceValue_Child**

{Misc Dem. 1 Code} This is the Miscellaneous Demographics 1 Code being reported on. Only valid for COUNTERS **Misc1Sessions_Adult Misc1ServiceValue_Adult Misc1Sessions_Child Misc1ServiceValue_Child**

{Misc Dem. 2 Code} This is the Miscellaneous Demographics 2 Code being reported on. Only valid for COUNTERS **Misc2Sessions_Adult Misc2ServiceValue_Adult Misc2Sessions_Child Misc2ServiceValue_Child**

{Misc Dem. 3 Code} This is the Miscellaneous Demographics 3 Code being reported on. Only valid for COUNTERS **Misc3Sessions_Adult Misc3ServiceValue_Adult Misc3Sessions_Child Misc3ServiceValue_Child**

{Misc Dem. 4 Code} This is the Miscellaneous Demographics 4 Code being reported on. Only valid for COUNTERS **Misc4Sessions_Adult Misc4ServiceValue_Adult Misc4Sessions_Child Misc4ServiceValue_Child**

{Ethnic Origin Code} This is the Ethnic Origin Code being reported on. Only valid for COUNTERS **EthOrgSessions_Adult EthOrgServiceValue_Adult EthOrgSessions_Child EthOrgServiceValue_Child**

{Aboriginal Code} This is the Aboriginal Code being reported on. Only valid for COUNTERS **AborgSessions_Adult AborgServiceValue_Adult AborgSessions_Child AborgServiceValue_Child**

{Immigration Status} This is the Immigration Status Code being reported on. Only valid for COUNTERS **ImmigSessions_Adult ImmigServiceValue_Adult**

F Reports the number of times / total Group duration of female participants in the Group being tracked. Only valid for COUNTERS: **GenderSessions_Adult GenderServiceValue_Adult GenderSessions_Child GenderServiceValue_Child**

M Reports the number of times / total Group duration of male participants in the Group being tracked. Only valid for COUNTERS: **GenderSessions_Adult GenderServiceValue_Adult GenderSessions_Child GenderServiceValue_Child**

T   Reports the number of times / total Group duration of transgender participants in the Group being tracked. Only valid for COUNTERS: **GenderSessions_Adult GenderServiceValue_Adult GenderSessions_Child GenderServiceValue_Child**

COUNTER:

CommunitySessions_Adult   Reports the number of times that a Client was from the specified Community and received service coded with the specified Time Log code.

CommunityServiceValue_Adult   Reports the total of service provided to Clients from a specified community and received service coded with the specified Time Log code.

CommunitySessions_Child   Reports the number of times that a Child was from the specified Community and received service coded with the specified Time Log code.

CommunityServiceValue_Child   Reports the total of service provided to Children from a specified community and received service coded with the specified Time Log code.

PrefLangSessions_Adult   Reports the number of times that a Client with the specified Preferred Language received service coded with the specified Time Log code.

PrefLangServiceValue_Adult   Reports the total service provided to Clients with a specified Preferred Language Code received service coded with the specified Time Log code.

PrefLangSessions_Child   Reports the number of times that a Child with the specified Preferred Language received service coded with the specified Time Log code.

PrefLangServiceValue_Child   Reports the total service provided to Children with a specified Preferred Language Code received service coded with the specified Time Log code.

ServLangSessions_Adult   Reports the number of times that a Client with the specified Service Language code received service coded with the specified Time Log code.

ServLangServiceValue_Adult   Reports the total service provided to Clients with a specified Service Language Code received service coded with the specified Time Log code.

ServLangSessions_Child   Reports the number of times that a Child with the specified Service Language received service coded with the specified Time Log code.

ServLangServiceValue_Child   Reports the total service provided to Children with a specified Service Language Code received service coded with the specified Time Log code.

Misc1Sessions_Adult   Reports the number of times that a Client with the specified Miscellaneous 1 Demographic code received service coded with the specified Time Log code.

Misc1ServiceValue_Adult   Reports the total service provided to Clients with a specified Miscellaneous 1 Demographic code and received service coded with the specified Time Log code.

Misc1Sessions_Child   Reports the number of times that a Child with the specified Miscellaneous 1 Demographic code received service coded with the specified Time Log code.

Misc1ServiceValue_Child   Reports the total service provided to Children with a specified Miscellaneous 1 Demographic code and received service coded with the specified Time Log code.

Misc2Sessions_Adult Reports the number of times that a Client with the specified Miscellaneous 2 Demographic code received service coded with the specified Time Log code.

Misc2ServiceValue_Adult Reports the total service provided to Clients with a specified Miscellaneous 2 Demographic code and received service coded with the specified Time Log code.

Misc2Sessions_Child Reports the number of times that a Child with the specified Miscellaneous 2 Demographic code received service coded with the specified Time Log code.

Misc2ServiceValue_Child Reports the total service provided to Children with a specified Miscellaneous 2 Demographic code and received service coded with the specified Time Log code.

Misc3Sessions_Adult Reports the number of times that a Client with the specified Miscellaneous 3 Demographic code received service coded with the specified Time Log code.

Misc3ServiceValue_Adult Reports the total service provided to Clients with a specified Miscellaneous 3 Demographic code and received service coded with the specified Time Log code.

Misc3Sessions_Child Reports the number of times that a Child with the specified Miscellaneous 3 Demographic code received service coded with the specified Time Log code.

Misc3ServiceValue_Child Reports the total service provided to Children with a specified Miscellaneous 3 Demographic code and received service coded with the specified Time Log code.

Misc4Sessions_Adult Reports the number of times that a Client with the specified Miscellaneous 4 Demographic code received service coded with the specified Time Log code.

Misc4ServiceValue_Adult Reports the total service provided to Clients with a specified Miscellaneous 4 Demographic code and received service coded with the specified Time Log code.

Misc4Sessions_Child Reports the number of times that a Child with the specified Miscellaneous 4 Demographic code received service coded with the specified Time Log code.

Misc4ServiceValue_Child Reports the total service provided to Children with a specified Miscellaneous 4 Demographic code and received service coded with the specified Time Log code.

EthOrgSessions_Adult Reports the number of times that a Client with the specified Ethnic Origin code received service coded with the specified Time Log code.

EthOrgServiceValue_Adult Reports the total service provided to Clients with a specified Ethnic Origin code and received service coded with the specified Time Log code.

EthOrgSessions_Child Reports the number of times that a Child with the specified Ethnic Origin code received service coded with the specified Time Log code.

EthOrg_Child Reports the total service provided to Children with a specified Ethnic Origin code and received service coded with the specified Time Log code.

AborgSessions_Adult Reports the number of times that a Client with the specified Aboriginal code received service coded with the specified Time Log code.

AborgServiceValue_Adult Reports the total service provided to Clients with a specified Aboriginal code and received service coded with the specified Time Log code.

AborgSessions_Child   Reports the number of times that a Child with the specified Aboriginal code received service coded with the specified Time Log code.

AborgServiceValue_Child   Reports the total service provided to Children with a specified Aboriginal code and received service coded with the specified Time Log code.

ImmigSessions_Adult   Reports the number of times that a Client with the specified Immigration Status code received service coded with the specified Time Log code.

ImmigServiceValue_Adult   Reports the total service provided to Clients with a specified Immigration Status code and received service coded with the specified Time Log code.

GenderSessions_Adult   Reports the number of times that a Client with the specified Gender received service coded with the specified Time Log code.

GenderServiceValue_Adult   Reports the total service provided to Clients with a specified Gender and received service coded with the specified Time Log code.

GenderSessions_Child   Reports the number of times that a Child with the specified Gender received service coded with the specified Time Log code.

GenderServiceValue_Child   Reports the total service provided to Children with a specified Gender and received service coded with the specified Time Log code.

TYPE:

{Time Log Code}   This is the Time Log Code being reported on.

Example:

:DT;YES,AborgSessions_Adult,OR-DS^

EO; Ethnic Origin Statistics

EO;

FIELD:

{Ethnic Origin Code}   The Ethnic Origin Code to be reported on.

COUNTER:

ClientStays   Ethnic Origin Code selections of Clients that commenced a stay in the shelter during the report period. This is a duplicated count meaning that the client is counted for each stay

InShelter   Ethnic Origin selections of Clients that stayed in the shelter during the report period. A Client is only counted once in a report period.

{Registered Program Code}   Ethnic Origin selections of Clients/Children enrolled in the specified program for the first time in the fiscal year during the report period. This is an unduplicated count.

Umbrella_{*}   Reports the Ethnic Origin selections of Clients or Children enrolled in a Registered Program which has its' "Umbrella Program" Code set as **A, B, C, D, E** or **F.**

TYPE:

QtyCount

Example:

:EO;BRZ,InShelter,QtyCount^

EX; Exit Code Statistics

EX;

{Exit Code}   The Exit Code to be reported on.

{Registered Program Code}   The Registered Program that you want to report on. This reports the Exit Code of the Client or the Child from the specified Registered Program at the "Ending Date".

InShelter   This reports the Exit Code of the Client from the shelter as of the Discharge Date of her Stay.

FC; Family Composition Statistics

FC;

AdultStay_FamComp   Shelter Intakes of Women where the family composition matches the COUNTER choice below.

ChildStay_FamComp   Shelter Intakes of Children where the Family Composition matches the COUNTER choice below.

ChildStay_FamComp_Age{##}   Shelter Intakes of Children where the Family Composition matches the COUNTER choice below and the child's age is specified as {##}. For example, ChildStay_FamComp_Age06 would report the children Age 6 where the Family Composition matched the choice made by the COUNTER below.

ChildStay_FamComp_AgeUnknown Shelter Intakes of Children where the Family Composition matches the COUNTER choice below and the child's age is unknown.

ChildStay_FamComp_Over19   Shelter Intakes of Children where the Family Composition matches the COUNTER choice below and the child is over 19 years old.

0   No Children

1   1 child

2   2 children

3   3 children

4   4 children

5   5 children

6   6 or more children

QtyCount

:FC,ChildStay_FamComp_Age16,2,QtyCount^

FS; Financial Status Statistics

FS;

{Financial Status Code}   The Financial Status code to be reported on

InShelter   Financial Status selections of Clients that were discharged from the shelter during the report period.

QtyCount

:FS;EMP,InShelter,QtyCount^

GA; Age Breakdown of Group Participants Statistics

MODE:

GA;

FIELD:

{Age}   This is the age that you want to report on. Examples: 25, 28, 6.

COUNTER:

{Group Code}   The Group Code that you want to report on.

TYPE:

ClientAge   This will report the number of Attendees of a specified age who attended a specified Group within the report period. Each Attendee is only counted once and their age is the age of the first group that they attended in the report period.

ParticipantAge   This will report the number of Attendees of a specified age who attended a specified Group within the report period. Use this code to count attendees each time they attend (ie multiple counting).

Example:

:GA,23,HM,ClientAge^

GD; Gender Statistics

GD;

F   Female

M   Male

T   Transgendered

{Registered Program Code}   Gender of Clients and Children that were enrolled in the Registered Program specified during the report period.

ChildStays   Gender of Children that commenced a stay in the shelter during the report period. This is a duplicated count meaning that the child is counted for each stay.

ClientStays   Gender of Clients that commenced a stay in the shelter during the report period. This is a duplicated count meaning that the client is counted for each stay.

InShelter   Gender of Clients that stayed in the shelter during the report period. Unduplicated.

InShelterKid   Gender of Children that stayed in the shelter during the report period. Unduplicated.

InShelterQtr   Gender of Clients that stayed in the shelter during the report period. Unduplicated in the Quarter. This Counter is only available when using the AutoStats method.

InShelterKidQtr   Gender of Children that stayed in the shelter during the report period. Unduplicated in the Quarter. This Counter is only available when using the AutoStats method.

Umbrella_{*}   Reports the Gender of Clients or Children enrolled in a Registered Program which has its' "Umbrella Program" Code set as **A, B, C, D, E** or **F.**

QtyCount

:GD,M,InShelterKid,QtyCount^

GR; Group Statistics

GR;

FIELD

{Group Code}   The Group Code to be reported on.

COUNTER:

{blank}

TYPE:

ClientCount   The number of Clients (unduplicated) who have attended the
Group being reported on.

for each Time Log Code. This is NOT used for the COUNTER **FormRepeat** nor is it used for "Non-client
Time Log Entries".

ServiceValue   Totals the time for all Time Log entries for the specified Time Log
code. This is NOT used for the COUNTER **FormRepeat** nor is it used for Questionnaires.

ClientCount_{P#,Q#}   Counts the number of Clients/Children who have attended the
specified Group during the specified period (P1,P2,P3…P12) or specified quarter (Q1,Q2,Q3,Q4).
This is an unduplicated count, meaning that each Client or Child are only counted once for each Group
in the Period or Quarter. This statistic IS ONLY AVAILABLE when running the AutoStats function in WISH.
It is NOT calculated when using the Long-Hand stats method.

GroupCount   The number of Group (series) run.

PrepDebrief   The Prep and Debrief time logged for the Group being reported
on.

QtyCount   The number of Attendees (seats) of known and unknown
attendees of this Group.

Duration   The total Duration of the Groups run in the report period under
this code.

Meetings   Counts the number of meetings. A Group can have multiple
meetings (ie Closed group series of individuals that meet each week for 8 weeks is 1 GroupCount but 8
Meetings)

ServiceValue   Service Value – This reports the duration of the Group meeting X
the number of Group Facilitators (max. of 4)

ServiceValueMass   Reports the duration of the meeting X the number of attendees…
If a meeting was 1 hour long and there were 9 attendess, this would report 9 hours.

Example:

:GR;HM,,ServiceValue^

HS; Housing Status Statistics

IC; Internal Counters

Internal Counters are a collection of statistics that do not rely on any codes that your agency may have set up.

IC;

FIELDS for TYPE Inshelter_Ages:

This collection of Internal Counters are treated differently than others. They will construct a formula that looks slightly different than the formula that you select. For this reason, we have shown the example with each FIELD. The "Inshelter_Ages" stats are unduplicated. This means that it will only count a women once within the report period.

Inshelter_Clients_Under20   Number of women that stayed in the shelter under the age of 20.
:IC;Under20,,Inshelter_Ages^

Inshelter_Clients_20to25   Number of women that stayed in the shelter aged 20 to 25.
:IC;20-25,,Inshelter_Ages^

Inshelter_Clients_26to35   Number of women that stayed in the shelter aged 26 to 35.
:IC;26-35,,Inshelter_Ages^

Inshelter_Clients_36to45   Number of women that stayed in the shelter aged 36 to 45.
:IC;36-45,,Inshelter_Ages^

Inshelter_Clients_Over45   Number of women that stayed in the shelter over the age of 45.
:IC;Over45,,Inshelter_Ages^

Inshelter_Clients_AgeUnknown   Number of women that stayed in the shelter whose age was not
known.   **:IC;AgeUnknown,,Inshelter_Ages^**

Aver_Inshelter_Client_Age   Calculates the average age of the women who have stayed in
the shelter in the report period.   **:IC;AverageAge,,Inshelter_Ages^**

FIELDS for TYPE QtyCount:

Absolute_Inshelter_Client_Count   Number of Clients in the shelter in the report period - each
woman counted only once.

AdultOvernights   This value will show the number of Adult Overnights in cluded in
the Total_AdultBednights figure. That is where the Client has a bed for her BUT was not in the shelter on a particular evening.

AllUnitBeds   While WISH currently has a "Funded Beds" counter, this code will
count all of the beds in the Units/Room Codes set up for use. In shelters that are funded for VAW beds but have additional non-funded beds or beds funded by other providers, this new statistical counter provides a cumulative total of the beds that are in the shelter units/rooms.

AtCap   Reports the number of days in the report period that the shelter
was at 100% capacity.

Average_Stay_of_Inshelter_Client   Average length of stay of the women who stayed in the shelter during the report period.

BusPasses   Bus Passes distributed in the period

CameWithChildren   The number of Clients who had Children stay with them during the report period.

ChildDischarges   The number of Shelter Discharges for Children in the report period

ChildIntakes   The number of Shelter Intakes for Children in the period.

ChildOvernights   This value will show the number of Child Overnights in cluded in the Total_ChildBednights figure. That is where the Child has a bed for her/him BUT was not in the shelter on a particular evening.

ClientsWithMultipleStays   This value will show the number of Clients that stayed more than once in the shelter during the report period.

DaysInReportPeriod   This is the number of days in the report period

EmptyUnitDays   This will report the number of Units (per day) that are empty and have nobody staying in them.

ExtraBedDaysInUnit   Each time that a unit/room is "Over Utilized", this statistic will report how many beds it is over utilized by.

InAndOutAdults   The number of times that a Client came into the shelter and was discharged the same day (Adults only).

Individual_Stays   Number of individual Stays in the period. EG If a woman came to the shelter twice in the report period, this number reports as 2

InShelterAtEnd   The number of beds occupied (Adults and Children) at the end of the report period.

InShelterAtEndAdults   The number of beds occupied (Adults) at the end of the report period.

InShelterAtEndKids   The number of beds occupied (Children) at the end of the report period.

InShelterAtStart   The number of beds occupied (Adults and Children) at the start of the report period.

InShelterAtStartAdults   The number of beds occupied (Adults) at the start of the report period.

InShelterAtStartKids   The number of beds occupied (Children) at the start of the report period.

KidCount   This value will show the number of Children that were resident in the shelter during the report period. Each child is reported only once period.

KidStays   This value will show the number of individual Children Stays in the shelter during the report period. If a child stayed in the shelter on two separate occassions in the report period, the *KidCount* will report "1" and the *KidStays* will report "2"

Late_AdultDischarges   This value represents the number of Adult Discharges from Shelter during the period where the "Late Checkout" checkbox was ticked on the Residential Stay tab.

Late_ChildDischarges   This value represents the number of Child Discharges from Shelter during the period where the "Late Checkout" checkbox was ticked on the Residential Stay tab.

MilitaryAffiliation   The number of Clients who have an affilitation with the Military and stayed in the shelter during the report period.

OverCap   Reports the number of days in the report period that the shelter was over 100% capacity.

QFirstStay   Then number of Clients intaked at least once in the quarter regardless of Stays in other Quarters. This stat is ONLY calculated using Auto Stats and is not calculated in the Long Hand Stats.

Q1FirstStay   The number of Clients intaked at least once in the first quarter regardless of Stays in other Quarters. This stat is ONLY calculated using Auto Stats and is not calculated in the Long Hand Stats. **DEPRECIATED AS OF BUILD 3.2.01.**

Q2FirstStay   The number of Clients intaked at least once in the second quarter regardless of Stays in other Quarters. This stat is ONLY calculated using Auto Stats and is not calculated in the Long Hand Stats. **DEPRECIATED AS OF BUILD 3.2.01.**

Q3FirstStay   The number of Clients intaked at least once in the third quarter regardless of Stays in other Quarters. This stat is ONLY calculated using Auto Stats and is not calculated in the Long Hand Stats. **DEPRECIATED AS OF BUILD 3.2.01.**

Q4FirstStay   The number of Clients intaked at least once in the forth quarter regardless of Stays in other Quarters. This stat is ONLY calculated using Auto Stats and is not calculated in the Long Hand Stats. **DEPRECIATED AS OF BUILD 3.2.01.**

Shelter_Discharges   The number of Shelter Discharges in the report period.

Shelter_Intakes   The number of Shelter Discharges in the report period.

Shelter_OccupancyRate   This is the Total Bednights divided by the total number of possible bednights in the shelter for the period. Stated as a percentage.

Total_AdultBednights   Number of nights that a bed was allocated for a woman that stayed at the shelter.

Total_Bednights   Number of nights that a bed was allocated for a woman or child that stayed at the shelter.

Total_BedsInShelter   This is the figure that is entered at the time of printing of the report which specifies the average daily number of beds available at the shelter during the report period.

Total_ChildBednights   Number of nights that a bed was allocated for a child that stayed at the shelter.

Total_CrisisCalls_Logged   Total number of Crisis Calls Logged in the report period. This figure could include calls on the crisis call line which are not related to crisis.

Total_DaysOfService   This is the number of days for which service was provided for a woman who came to the shelter in the rreport period. Generally this is the number of nights that she stayed in the shelter plus one since she is assumed to have received service on the day which she left shelter.

UnavailableUnitBedDays   Each time that a unit/room is "Under Utilized", this new statistic will report the number of unoccupied beds in a unit or room that is being used.

UnitDaysOverUtilized   This reports the number of days when a unit is in use and is logged to have more people staying in the room than the unit is equipped to house. For example a room has 3 beds but 4 people would account for 1 UnitDaysOverUtilized.

UnitDaysUnderUtilized   This reports the number of days when a unit is in use but still has some unused beds in it. It will not include units/rooms that are marked out of service.

COUNTER:

{None}

TYPE:

Inshelter_Ages

QtyCount

Example;

:IC;KidStays,,QtyCount^

IM; Immigration Status Statistics

IM;

FIELD :

{Immigration Status Code}   The Immigration Status code that you want to report on.

COUNTER:

ClientStays   Immigration Status selections of Clients that commenced a stay in the shelter during the report period. This is a duplicated count meaning that the client is counted for each stay.

InShelter   Immigration Status selections of Clients that stayed in the shelter during the report period. This is an unduplicated count and is counted for each women only once during the report period.

Umbrella_{*}   Reports the Immigration Status of Clients or Children enrolled in a Registered Program which has its' "Umbrella Program" Code set as **A, B, C, D, E** or **F.**

TYPE;

QtyCount

Example::

:IM;VISA,InShelter,QtyCount^

LA; Preferred Language Statistics

LA;

{Language Code}   The Language Code that you want to report Preferred Language statistics for.

{Registered Program Code}   Preferred Language selections of Clients that were enrolled in the Registered Program during the report period.   Unduplicated.

ChildStays   Preferred Language Selections of Children that commenced a stay in the shelter during the report period. This is a duplicated count meaning that the child is counted for each stay.

ClientStays   Preferred Language Selections of Clients that commenced a stay in the shelter during the report period. This is a duplicated count meaning that the client is counted for each stay.

InShelter   Preferred Language selections of Clients that stayed in the shelter during the report period. Unduplicated.

InShelterKid   Preferred Language selections of Children that stayed in the shelter during the report period. Unduplicated.

InShelterQtr   Preferred Language selections of Clients that stayed in the shelter during the report period. Unduplicated in the Quarter. This Counter is only available when using the AutoStat method.

InShelterKidQtr   Preferred Language selections of Children that stayed in the shelter during the report period. Unduplicated in the Quarter. This Counter is only available when using the AutoStat method.

Umbrella_{*}   Reports the Preferred Language selections of Clients or Children enrolled in a Registered Program which has its' "Umbrella Program" Code set as **A, B, C, D, E** or **F.**

QtyCount

:LA;E,InShelter,QtyCount^

LQ; Length of Service by Quarter Statistics

MODE:

LQ;

FIELD:

Q01	Up to 91 days
Q02	92 to 182 days
Q03	183 to 274 days
Q04	275 to 365 days
Q05	366 to 456 days
Q06	457 to 548 days
Q07	549 to 639 days
Q08	640 to 730 days
QPLU	more than 730 days

COUNTER:

InShelter   Reports the length of service of discharged shelter clients by grouping them into the appropriate quarterly segment.

InShelterKid   Reports the length of service of discharged shelter children by grouping them into the appropriate quarterly segment.

{Registered Program Code} Reports the length of service of discharged clients and from the specified Registered Program by grouping them into the appropriate quarterly segment.

TYPE:

QtyCount

Example:

:LQ;Q04,InShelter,QtyCount^

LW; Length of Service by Week Statistics

MODE:

LW;

FIELD:

W01	Up to 7 days
W02	**8** to 14 days
W03	15 to 21 days
W04	22 to 28 days
W05	29 to 35 days
W06	36 to 42 days
W07	43 to 49 days
W08	50 to 56 days
W09	57 to 63 days
W10	64 to 70 days
W11	71 to 77 days
W12	78 to 84 days
W13	85 to 91 days
WPLU	more than 91 days

COUNTER:

InShelter   Reports the length of service of discharged shelter clients by grouping them into the appropriate weekly segment.

InShelterKid   Reports the length of service of discharged shelter children by grouping them into the appropriate weekly segment.

{Registered Program Code} Reports the length of service of discharged clients and from the specified Registered Program by grouping them into the appropriate weekly segment.

TYPE:

QtyCount

Example:

:LW;W02,InShelter,QtyCount^

M1; M2; M3; M4; Miscellaneous Demographic Code Statistics

There are 4 Miscellaneous Demographics that can be set up to track information for both Clients and Children. You can change their labels for visual appearances, but their statistics are tracked under each of these four MODES:

MODE:

M1;   Statistics for Miscellaneous Demographic Code #1

M2;   Statistics for Miscellaneous Demographic Code #2

M3;   Statistics for Miscellaneous Demographic Code #3

M4;   Statistics for Miscellaneous Demographic Code #4

FIELD:

{Misc. Dem. Code}   This is the Miscellaneous Demographic code that you want to report on. The Code selected is either a Misc. Demographic Code 1, 2, 3, or 4 which coincides to the appropriate MODE.

COUNTER:

ChildStays   Prints the Demographics from the Misc. 1, 2, 3 or 4 Codes entered on the Child's Workbook for Children that have commenced a Stay in the shelter during the report period. This is a duplicated count meaning that it is counted each time that the child commences a stay.

ClientStays   Prints the Demographics from the Misc. 1, 2, 3 or 4 Codes entered on the Client's Workbook for Clients that have commenced a Stay in the shelter during the report period. This is a duplicated count meaning that it is counted each time that the client commences a stay.

InShelter   Prints the Demographics from the Misc. 1, 2, 3 or 4 Codes entered on the Client's Workbook that has stayed in Shelter in the Report Period. This is an unduplicated count and is only counted once for each Client in the report period.

InShelterKid   Prints the Demographics from the Misc. 1, 2, 3 or 4 Codes entered on the Child's Workbook that has stayed in Shelter in the Report Period. This is an unduplicated count and is only counted once for each Child in the report period.

{Registered Program Code} Prints the Demographics from the Misc. 1, 2, 3 or 4 Codes entered on the Client's or Child's Workbook that has been registered in the specified Registered Program during the Report Period. This is an unduplicated count and is only counted once for each Client or Child in the report period.

InShelterQtr   Prints the Demographics from the Misc. 1, 2, 3 or 4 Codes entered on the Client's Workbook for each Client that has stayed in the Shelter in the Report Period. Unduplicated in the Quarter. This Counter is only available when using the AutoStat method.

InShelterKidQtr   Prints the Demographics from the Misc. 1, 2, 3 or 4 Codes entered on the Child's Workbook for each Child that has stayed in the Shelter in the Report Period. Unduplicated in the Quarter. This Counter is only available when using the AutoStat method.

Umbrella_{*} Reports the Demographics from the Misc. 1,2,3 or 4 Codes of Clients or Children enrolled in a Registered Program which has its' "Umbrella Program" Code set as **A, B, C, D, E** or **F.**

QtyCount

Example:

:M1;YES,InShelter,QtyCount^

MA; Marital Status Statistics

MODE:

MA;

FIELD :

{Marital Status Code}   This is the Marital Status Code that you want to report on.

COUNTER:

ClientStays   Marital Status selections of Clients that have commenced a Stay in the shelter during the report period. This is a duplicated count meaning that it is counted each time that the client commences a stay.

InShelter   Marital Status selections of Clients that stayed in the shelter during the report period.

TYPE:

QtyCount

Example:

:MA;CL,InShelter,QtyCount^

OT; Other Information on Calls Statistics

MODE:

OT;

FIELD:

{Other Information Code}   This is the Other Information Code entered on the Call /Walk-in
screen that you want to report on.

COUNTER:

CrisisCall

TYPE:

QtyCount

Example:

:OT;FR,CrisisCall,QtyCount^

PB; Police Contact Initiated By Statistics

MODE:

PB;

FIELD:

{Police Contacted By Code}
you want to report on.

This is the Police Contacted By (how the call originated) code that

COUNTER:

{Blank}

TYPE:

QtyCount

Example:

:PB,POL,,QtyCount^

PD; Police Departments Contacted Statistics

MODE:

PD;

FIELD:

{Police Department Code}   This is the Police Department contacted that you want to report
on.

COUNTER:

{Blank}

TYPE:

QtyCount

Example:

:PD,RCMP,,QtyCount^

PR; Time Log Entry Statistics

PR;

{Time Log Code}   This is the Time Log code that you want to report on.

FormRepeat   When a "Questionnaire" is attached to a Registered Program or Stay Intake, this will repeat the statistics for the "Multiple Choice" and "Selection List" answers provided on that Questionnaire by Clients and/or Children who are carried over to the next period. This statistic is ONLY AVAILABLE for AutoStats and NOT on Long-Hand Stats.

Logged_For_Children   Counts when a Time Log entry was made on a Child's Workbook (ie for a child).

Total   Counts for all Time Log entries including Time Logs made on a Client Workbook, Child Workbook, Non-client Time Log Entries, as the answer to a multiple choice or selection list question on a Questionnaire.

Logged_While_In_Shelter   Counts Time Log entries that were made on a Client Workbook while the Client was in the shelter (ie had an active "Stay" record).

QtyCount   Counts the number of Time Log entries logged under the specified Time Log code.

ClientCount   Counts the number of Clients/Children who have had this Time Log code logged on their workbook during the report period. This is an unduplicated count, meaning that each Client or Child are only counted once for each Time Log Code. This is NOT used for the COUNTER **FormRepeat** nor is it used for "Non-client Time Log Entries".

ClientCount_IndirectChildren   Counts the number of children attached to the Clients for whom this Time Log code has logged on their workbook during the report period. This is an unduplicated count, meaning that it is only counted once for each Client for each Time Log Code. This is NOT used for the COUNTER **FormRepeat** nor is it used for "Non-client Time Log Entries".

ServiceValue   Totals the time for all Time Log entries for the specified Time Log code. This is NOT used for the COUNTER **FormRepeat** nor is it used for Questionnaires.

ClientCount_{P#,Q#}   Counts the number of Clients/Children who have had this Time Log code logged on their workbook during the specified period (P1,P2,P3…P12) or specified quarter (Q1,Q2,Q3,Q4). This is an unduplicated count, meaning that each Client or Child are only counted once for each Time Log Code in the Period or Quarter. This is NOT used for the COUNTER **FormRepeat, Logged_While_In_Shelter** nor is it used for "Non-client Time Log Entries" or for Questionnaires. This statistic IS ONLY AVAILABLE when running the AutoStats function in WISH. It is NOT calculated when using the Long-Hand stats method.

QtyCount_IndirectChildren   Counts the number of Time Log entries logged under the specified Time Log code X the number of "Indirect Children" count for the Client for whom the Time Log is attributed to. The "Indirect Children" count is simply a count of the Children attached as the "Mom" to the Client. The intention of this is to give some measurement of the trickle down effect of service delivery. IE because this Client has received service, "x" number of children become the indirect benefactor. This is ONLY used for the COUNTER **Total**. If used with any other COUNTERS, the result will be zero.

Service_IndirectChildren   Reports the total of all Time Log entries logged under the specified Time Log code X the number of "Indirect Children" count for the Client for whom the Time Log is attributed to. The "Indirect Children" count is simply a count of the Children attached as the "Mom" to the Client. The intention of this is to give some measurement of the trickle down effect of service delivery. IE because this Client has received service, "x" number of children become the indirect benefactor. This is ONLY used for the COUNTER **Total**. If used with any other COUNTERS, the result will be zero.

Example;

:PR;ORDS,Logged_While_In_Shelter,ServiceValue^

PS; Reason for Police Contact Statistics

MODE:

PS;

FIELD:

{Reason for Police Contact Code}   The Reason for Contact code that you want to report on.

COUNTER:

{Blank}

TYPE:

QtyCount

Example:

:PS,MP,,QtyCount^

QL; Form / Questionnaire Line Statistics

MODE:

QL;

FIELD:

{Form/Questionnaire Code}   The Form / Questionnaire that you want to report on.

COUNTER:

{Question Line Number}   The Line Number of the question on the Form / Questionnaire that
you want to report on.

TYPE:

QtyCount   Prints the number of times this question for the Form specified was
asked in the report period

Score   Prints the total of all of the Scores for this question on the Form
specified that was asked in the report period.

Example:

:QL;ADMIT,3,Score^

QU; Form / Questionnaire Statistics

QL;

FIELD:

{Form/Questionnaire Code}   The Form / Questionnaire that you want to report on.

COUNTER:

Clients   Counts the Form / Questionnaire whenever it is attached or
completed for a Client.

Children   Counts the Form / Questionnaire whenever it is attached or
completed for a Child.

TYPE:

QtyCount   Prints the number of times this Form / Questionnaire was used
during the report period

Score   Prints the Average Score for this Form / Questionnaire during the
report period.

FollowUpCount   When a Form is created as a "Follow Up" to an earlier Form,
then it will be counted under this statistic which reports the number of Follow Up Reports created in the
report period.

ChangeRatingTotal   This reports the aggregate total of the Change Rating for all of
the Follow Up Forms created in the report period. Change Rating values are rated as -2, -1, 0, 1, 2
which 0 representing no change, negative values representing worsening conditions and positive values
representing positive situation direction.

ChangeRatingAverage   This reports the Average Change Rating for the Follow Up Forms
created in the report period. Change Rating values are rated as -2, -1, 0, 1, 2 which 0 representing no
change, negative values representing worsening conditions and positive values representing positive
situation direction.

AverageDaysToFollowUp   This reports the Average time to follow up (in days) for Follow Up
Forms created in the report period.

Example:

:QU;ADMIT,Clients,Score^

RA; Request For Admission (Served) Statistics

RA;

{Request for Admission Code}   The Request for Admission Code that you want to report on.

CrisisCall   Request for Admission Codes logged on Crisis Calls during the period.

ChildrenCount   Number of Children logged on Crisis Calls by the Request for Admission Code being reported on during the period.

QtyCount

:RA,FULL,ChildrenCount,QtyCount^

RD; Time To Service (Days) Statistics

MODE:

RD;

FIELD:

{##}   The number of days which have elapsed since the intake (Start) date of being enrolled in a Registered Program and either the Client/Child's first Time Log entry or Group Participation where the Time Log code or Group Code requires registration in the program being reported on with the TYPE component of this formula. ## is the number of days: 1, 2, 3, and so on up to 27.

28Plus   Indicates that the number of days which have elapsed since the intake (Start) date of being enrolled in a Registered Program and either the Client/Child's first Time Log entry or Group Participation where the Time Log code or Group Code requires registration in the program being reported on with the TYPE component of this formula exceeds 27 days.

GROUP_{##}   The number of days which have elapsed since the intake (Start) date of being enrolled in a Registered Program and the Client/Child's first Group Participation where the Group Code requires registration in the program being reported on with the TYPE component of this formula. ## is the number of days: 1, 2, 3, and so on up to 27.

GROUP_28Plus   Indicates that the number of days which have elapsed since the intake (Start) date of being enrolled in a Registered Program and the Client/Child's first Group Participation where the Group Code requires registration in the program being reported on with the TYPE component of this formula exceeds 27 days.

TIMELOG_{##}   The number of days which have elapsed since the intake (Start) date of being enrolled in a Registered Program and the Client/Child's first Time Log entry where the Time Log code requires registration in the program being reported on with the TYPE component of this formula. ## is the number of days: 1, 2, 3, and so on up to 27.

TIMELOG_28Plus   Indicates that the number of days which have elapsed since the intake (Start) date of being enrolled in a Registered Program and the Client/Child's first Time Log entry where the Time Log code requires registration in the program being reported on with the TYPE component of this formula exceeds 27 days.

Ref_{##}   The number of days which have elapsed since the Referral Date of Registered Program intake and either the Client/Child's first Time Log entry or Group Participation where the Time Log code or Group Code requires registration in the program being reported on with the TYPE component of this formula. ## is the number of days: 1, 2, 3, and so on up to 27.

Ref_28Plus   Indicates that the number of days which have elapsed since the Referral Date of a Registered Program intake and either the Client/Child's first Time Log entry or Group Participation where the Time Log code or Group Code requires registration in the program being reported on with the TYPE component of this formula exceeds 27 days.

Ref_GROUP_{##}   The number of days which have elapsed since the Referral Date of a Registered Program intake and the Client/Child's first Group Participation where

the Group Code requires registration in the program being reported on with the TYPE component of this formula. ## is the number of days: 1, 2, 3, and so on up to 27.

Ref_GROUP_28Plus   Indicates that the number of days which have elapsed since the Referral Date of a Registered Program intake and the Client/Child's first Group Participation where the Group Code requires registration in the program being reported on with the TYPE component of this formula exceeds 27 days.

Ref_TIMELOG_{##}   The number of days which have elapsed since the Referral Date of a Registered Program intake and the Client/Child's first Time Log entry where the Time Log code requires registration in the program being reported on with the TYPE component of this formula. ## is the number of days: 1, 2, 3, and so on up to 27.

Ref_TIMELOG_28Plus   Indicates that the number of days which have elapsed since the Referral Date of a Registered Program intake and the Client/Child's first Time Log entry where the Time Log code requires registration in the program being reported on with the TYPE component of this formula exceeds 27 days.

COUNTER:

{Blank}

TYPE:

{Registered Program Code}   The code of the Registered Program being reported on.

Example:

:RD; 6,,CWWA^

RF; Referral Source Statistics

RF;

{Referral Source Code}   The Referral Source code that you want to report on.

{Registered Program Code}   Reports the Referral Sources of Clients who were intaked into the specified Registered Program in the report period.

CrisisCall   Reports the Referral Sources entered on calls logged on the Calls / Walk-Ins screen during the report period.

InShelter   Reports the Referral Sources of Clients who were intaked into the shelter in the report period.

Umbrella_{*}   Reports the Referral Sources of Clients or Children enrolled in a Registered Program which has its' "Umbrella Program" Code set as **A, B, C, D, E** or **F.** Only used with *Type:* **UniqueQtyCount**.

QtyCount   Counts for each Intake into Shelter, Registered Program or each Crisis Call.

UniqueQtyCount   Counts once for each Client (or Child) who is Registered as "Active" in the specified Registered Program in the report period regardless of when the intake was done, or for Client who stay at the Shelter. There is NO UniqueQtyCount for Counter **CrisisCall.**

:RF;SELF,InShelter,QtyCount^

RI; Referrals Made Statistics

RI;

{Outside Service Provider Code} The code of the Outside Service Provider that the Client / Child / Caller was referred to and that you want to report statistics on.

CrisisCall Reports the Referrals to Outside Services made to callers and logged on the Call / Walk-In screen during the report period.

InShelter Reports the Referrals to Outside Services made to Clients who residing in the shelter at the time of the referral.

NotInShelter Reports the Referrals to Outside Services made to Clients who not residing in the shelter at the time of the referral.

{Registered Program Code} Reports the Referrals to Outside Services made to Clients in the reporting period where the optional *From* field was filled out indicating that a specific "Program" made the referral.

QtyCount

:RI;LEGAID,CrisisCall,QtyCount^

RL; Religion Statistics

RL;

{Religion Code}   The Religion Code that you want to report on.

ClientStays   Religion selections of Clients that have commenced a Stay in the shelter during the report period. This is a duplicated count meaning that it is counted each time that the client commences a stay.

InShelter   Religion selections of Clients that stayed in the shelter during the report period.

QtyCount

:RL;CATH,ClientStays,QtyCount^

RP; Registered Program Statistics

RP;

{Registered Program Code}   The Registered Program Code being reported on.

{Blank}

ActiveAtEnd   Shows the number of Clients /Children that were Active in the Registered Program at the end of the Report Period.

ActiveAtStart   Shows the number of Clients / Children that were Active in the Registered Program at the start of the Report Period.

ActiveInProg   No. of Clients / Children who were active in the Registered Program in the Report Period. If a Client is intaked more than once into the Registered Program, they are only counted once.

Discharges   No. of Clients / Children who were active in the Registered Program which ENDED in the Report Period

DaysInService   Number of cumulative days that Clients / Children were actively enrolled in the Registered Program in the report period.

FirstToActionAll   Average length of time between the start date of the Registered Program and the first Time Log Entry or participation in a Group that is connected to the Registered Program for ALL Registered Programs that were Active at some point in the Report Period.

FirstToActionNew   Average length of time between the start date of the Registered Program and the first Time Log Entry or participation in a Group that is connected to the Registered Program for Registered Programs that BEGAN at some point in the Report Period.

FirstToGroupActionAll   Average length of time between the start date of the Registered Program and the first participation in a Group that is connected to the Registered Program for ALL Registered Programs that were Active at some point in the Report Period.

FirstToGroupActionNew   Average length of time between the start date of the Registered Program and the first participation in a Group that is connected to the Registered Program for Registered Programs that BEGAN at some point in the Report Period.

FirstToTimelogActionAll   Average length of time between the start date of the Registered Program and the first Time Log Entry connected to the Registered Program for ALL Registered Programs that were Active at some point in the Report Period.

FirstToTimelogActionNew   Average length of time between the start date of the Registered Program and the first Time Log Entry connected to the Registered Program for Registered Programs that BEGAN at some point in the Report Period.

IndirectChildren   Reports the "Indirect Children" count of Clients "Intaked" into the Registered Program. The "Indirect Children" count is simply a count of the Children attached as the "Mom" to the Client. The intention of this is to give some measurement of the trickle down effect of service delivery. IE because this Client has received service, "x" number of children become the indirect benefactor. This is a duplicated count meaning that the Children are counted in this stat each time that the Client is Intaked to the Program.

IndirectChildren_Unduplicate   Reports the "Indirect Children" count of Clients who were enrolled in the Registered Program. The "Indirect Children" count is simply a count of the Children attached as the "Mom" to the Client. The intention of this is to give some measurement of the trickle down effect of service delivery. IE because this Client has received service, "x" number of children become the indirect benefactor. This is an unduplicated count and will only count the Children once per fiscal year.

Intakes   No. of Clients / Children who were active in the Registered Program which BEGAN within the Report Period.

MultipleIntakes   Number of Clients / Children who were intaked into the specified Registered Program more than once in the report period.

MilitaryAffiliation   Shows the number of Clients / Children that were Active in the Registered Program and had an affiliation with the Military.

RefToActionAll   Average length of time between the Referral date of the Registered Program and the first Time Log Entry or participation in a Group that is connected to the Registered Program for ALL Registered Programs that were Active at some point in the Report Period.

RefToActionNew   Average length of time between the Referral date of the Registered Program and the first Time Log Entry or participation in a Group that is connected to the Registered Program for Registered Programs that BEGAN at some point in the Report Period.

RefToGroupActionAll   Average length of time between the Referral date of the Registered Program and the first participation in a Group that is connected to the Registered Program for ALL Registered Programs that were Active at some point in the Report Period.

RefToGroupActionNew   Average length of time between the Referral date of the Registered Program and the first participation in a Group that is connected to the Registered Program for Registered Programs that BEGAN at some point in the Report Period.

RefToTimelogActionAll   Average length of time between the Referral date of the Registered Program and the first Time Log Entry connected to the Registered Program for ALL Registered Programs that were Active at some point in the Report Period.

RefToTimelogActionNew   Average length of time between the Referral date of the Registered Program and the first Time Log Entry connected to the Registered Program for Registered Programs that BEGAN at some point in the Report Period.

ServiceValue   The cumulative time of ALL Time Log Entries and GROUP Participation for Registrations that have ENDED during the period which are connected to an Active

Registered Program. (This INCLUDES entries which may or may not be within the Report period).
NOTE: Long Hand Stat are not able to include Group Time. Only available with AutoStats

ServiceValue_Groups   The cumulative time of ALL GROUP Participation for Registrations that have ENDED during the period which are connected to an Active Registered Program. (This INCLUDES entries which may or may not be within the Report period). NOTE: Long Hand Stat are not able to Report this. Only available with AutoStats.

ServiceValue_Timelogs   The cumulative time of ALL Time Log Entries for Registrations that have ENDED during the period which are connected to an Active Registered Program.   (This INCLUDES entries which may or may not be within the Report period).

Sessions   ALL Time Log Entries made during the period which are connected to an Active Registered Program. (This INCLUDES Time Log Entries which may or may not be within the Report Period).

Example:

:RP;CWWA,,ActiveInProg^

RW; Time To Service (Weeks) Statistics

MODE:

RW;

FIELD:

{##}   The number of weeks which have elapsed since the intake (Start) date of being enrolled in a Registered Program and either the Client/Child's first Time Log entry or Group Participation where the Time Log code or Group Code requires registration in the program being reported on with the TYPE component of this formula. ## is the number of weeks: 1, 2, 3, and so on up to 51.

52Plus   Indicates that the number of weeks which have elapsed since the intake (Start) date of being enrolled in a Registered Program and either the Client/Child's first Time Log entry or Group Participation where the Time Log code or Group Code requires registration in the program being reported on with the TYPE component of this formula exceeds 51 weeks.

GROUP_{##}   The number of weeks which have elapsed since the intake (Start) date of being enrolled in a Registered Program and the Client/Child's first Group Participation where the Group Code requires registration in the program being reported on with the TYPE component of this formula. ## is the number of weeks: 1, 2, 3, and so on up to 51.

GROUP_52Plus   Indicates that the number of weeks which have elapsed since the intake (Start) date of being enrolled in a Registered Program and the Client/Child's first Group Participation where the Group Code requires registration in the program being reported on with the TYPE component of this formula exceeds 51 weeks.

TIMELOG_{##}   The number of weeks which have elapsed since the intake (Start) date of being enrolled in a Registered Program and the Client/Child's first Time Log entry where the Time Log code requires registration in the program being reported on with the TYPE component of this formula. ## is the number of weeks: 1, 2, 3, and so on up to 51.

TIMELOG_52Plus   Indicates that the number of weeks which have elapsed since the intake (Start) date of being enrolled in a Registered Program and the Client/Child's first Time Log entry where the Time Log code requires registration in the program being reported on with the TYPE component of this formula exceeds 51 weeks.

Ref_{##}   The number of weeks which have elapsed since the Referral Date of Registered Program intake and either the Client/Child's first Time Log entry or Group Participation where the Time Log code or Group Code requires registration in the program being reported on with the TYPE component of this formula. ## is the number of weeks: 1, 2, 3, and so on up to 51.

Ref_52Plus   Indicates that the number of weeks which have elapsed since the Referral Date of a Registered Program intake and either the Client/Child's first Time Log entry or Group Participation where the Time Log code or Group Code requires registration in the program being reported on with the TYPE component of this formula exceeds 51 weeks.

Ref_GROUP_{##}   The number of weeks which have elapsed since the Referral Date of a Registered Program intake and the Client/Child's first Group Participation where

the Group Code requires registration in the program being reported on with the TYPE component of this formula. ## is the number of weeks: 1, 2, 3, and so on up to 51.

Ref_GROUP_52Plus   Indicates that the number of weeks which have elapsed since the Referral Date of a Registered Program intake and the Client/Child's first Group Participation where the Group Code requires registration in the program being reported on with the TYPE component of this formula exceeds 51 weeks.

Ref_TIMELOG_{##}   The number of weeks which have elapsed since the Referral Date of a Registered Program intake and the Client/Child's first Time Log entry where the Time Log code requires registration in the program being reported on with the TYPE component of this formula. ## is the number of weeks: 1, 2, 3, and so on up to 51.

Ref_TIMELOG_52Plus   Indicates that the number of weeks which have elapsed since the Referral Date of a Registered Program intake and the Client/Child's first Time Log entry where the Time Log code requires registration in the program being reported on with the TYPE component of this formula exceeds 51 weeks.

COUNTER:

{Blank}

TYPE:

{Registered Program Code}   The code of the Registered Program being reported on.

Example:

:RW; 6,,CWWA^

SE;   Total Session Count by Program at Discharge Statistics

This statistic is accumulated by the Group and Time Log Sessions logged for a Client when the Group or the Time Log has a requirement that the Client / Child be in a specified Registered Program. Each time that that Time Log or Group code is used, the Client's (Child's) Registered Program is updated with the Session and Service Value delivery "through that Program". At time of discharge from the program the totals are counted in this Data Element code.

MODE:

SE;

FIELD;

{##}   The number of Sessions logged under a Program enrollment that you want to report on. Valid options are 0 – 24.

25Plus   25 or more sessions

COUNTER:

{Registered Program Code}   This is the code of the Registered Program that you want o report on.

TYPE:

Group_ServiceValue   The total time for Group Sessions

Group_Sessions   The total number of Group Sessions logged.

Total_ServiceValue   The total amount of time logged in these sessions.

Total_Sessions   The total number of counselling and group sessions logged.

SL; Service Language Statistics

SL;

{Language Code}   The Language Code that you want to report Service Language statistics for.

{Registered Program Code}   Service Language selections of Clients that were enrolled in the Registered Program during the report period.   Unduplicated.

ChildStays   Service Language Selections of Children that commenced a stay in the shelter during the report period. This is a duplicated count meaning that the child is counted for each stay.

ClientStays   Service Language Selections of Clients that commenced a stay in the shelter during the report period. This is a duplicated count meaning that the client is counted for each stay.

InShelter   Service Language selections of Clients that stayed in the shelter during the report period. Unduplicated.

InShelterKid   Service Language selections of Children that stayed in the shelter during the report period. Unduplicated.

InShelterQtr   Service Language selections of Clients that stayed in the shelter during the report period. Unduplicated in the Quarter. This Counter is only available when using the AutoStat method.

InShelterKidQtr   Service Language selections of Children that stayed in the shelter during the report period. Unduplicated in the Quarter. This Counter is only available when using the AutoStat method.

Umbrella_{*}   Reports the Service Language selections of Clients or Children enrolled in a Registered Program which has its' "Umbrella Program" Code set as **A, B, C, D, E** or **F.**

QtyCount

:SL;E,InShelter,QtyCount^

SP; Service Plan Statistics

MODE:

SP;

FIELD:

{Service Plan Code}   The code of the Service Plan that you want to report on.

COUNTER:

{Registered Program Code}   A unique count of Clients that have the specified Service Plan in place at any point during their enrollment in the specified Registered Program. A 7 day grace period considers the safety plan in place for the week following its expiry. Used with TYPE **CliCount.**

Shelter   A unique count of Clients that have the specified Service Plan in place at any point during their stay in the shelter. A 7 day grace period considers the safety plan in place for the week following its expiry. Used with TYPE **CliCount.**

ShelterKid   A unique count of Children that have the specified Service Plan in place at any point during their shelter stay. A 7 day grace period considers the safety plan in place for the week following its expiry. Used with TYPE **CliCount.**

New   Reports the number of New Safety Plans that have been created for Clients. Note that Safety plans are considered organization wide and not specific to a single shelter. (Applies to multi shelter licenses). Used with TYPE **QtyCount.**

NewForChild   Reports the number of New Safety Plans that have been created for Children directly on their Workbook. Note that Safety plans are considered organization wide and not specific to a single shelter. (Applies to multi shelter licenses). Used with TYPE **QtyCount.**

TYPE:

CliCount

QtyCount

Example:

:SP,SAFE,Shelter,CliCount^

T#; Time Log Entries Conducted By Statistics

These are a special collection of statistics and are available depending on the settings set up as the **"Conducted By Choice on Time Logs"** on the Administrator's <u>**System Parameter Maintenance**</u> screen.

<u>MODE:</u>

T1;   Reports on Time Logs with the Conducted By choice selected as first choice as set up by the Administrator on the <u>**System Parameter Maintenance – Labels – Conducted By Choices**</u>.

T2;   Reports on Time Logs with the Conducted By choice selected as second choice as set up by the Administrator on the <u>**System Parameter Maintenance – Labels – Conducted By Choices**</u>.

T3;   Reports on Time Logs with the Conducted By choice selected as third choice as set up by the Administrator on the <u>**System Parameter Maintenance – Labels – Conducted By Choices**</u>.

T4;   Reports on Time Logs with the Conducted By choice selected as fourth choice as set up by the Administrator on the <u>**System Parameter Maintenance – Labels – Conducted By Choices**</u>.

T5;   Reports on Time Logs with the Conducted By choice selected as fifth choice as set up by the Administrator on the <u>**System Parameter Maintenance – Labels – Conducted By Choices**</u>.

T6;   Reports on Time Logs with the Conducted By choice selected as sixth choice as set up by the Administrator on the <u>**System Parameter Maintenance – Labels – Conducted By Choices**</u>.

T7;   Reports on Time Logs with the Conducted By choice selected as seventh choice as set up by the Administrator on the <u>**System Parameter Maintenance – Labels – Conducted By Choices**</u>.

T8;   Reports on Time Logs with the Conducted By choice selected as eighth choice as set up by the Administrator on the <u>**System Parameter Maintenance – Labels – Conducted By Choices**</u>.

T9;   Reports on Time Logs with the Conducted By choice selected as ninth choice as set up by the Administrator on the <u>**System Parameter Maintenance – Labels – Conducted By Choices**</u>.

<u>FIELD:</u>

{Time Log Code}   This is the Time Log code that you want to report on.

<u>COUNTER:</u>

Logged_For_Children   Counts when a Time Log entry was made on a Child's Workbook (ie for a child).

Total   Counts for all Time Log entries made on a Client Workbook or a Child Workbook.

Logged_While_In_Shelter   Counts Time Log entries that were made on a Client Workbook while the Client was in the shelter (ie had an active "Stay" record). **Discontinued in build 3.5.01.**

QtyCount   Counts the number of Time Log entries logged under the specified Time Log code.

ClientCount   Counts the number of Clients/Children who have had this Time Log code logged on their workbook during the report period. This is an unduplicated count, meaning that each Client or Child are only counted once for each Time Log Code.

ServiceValue   Totals the time for all Time Log entries for the specified Time Log code.

Example;

:T1;ORDS,Total,ServiceValue^

TR; Transportation Provided Statistics

TR;

FIELD :

{Transportation Code}   The Transportation Provided By Code that you want to report on.

COUNTER:

{Blank}

TYPE:

KMS   Kilometers (Mileage) traveled, providing transportation to Clients.

TimeCount   Amount of time spent providing Transportation to Clients.

Qty   This is the Quantity given (ie bus passes) or the number of times that this transportation code was logged.

DollarValue   Reports the "Total Value" (ie dollar value) logged for the Transportation Code. This is particularly useful when logging use of taxis.

Example:

:TR;VOL,,TimeCount^

UM; "Umbrella Program" Statistics

MODE:

UM;

FIELD:

A ~ F   The "Umbrella Program" Code. (A, B, C, D, E or F) being
reported on.

COUNTER:

{Blank}

TYPE:

ActiveInProg   No. of Clients / Children who were active in a Registered
Program that is set to a specific "Umbrella Program" in the Report Period. If a Client is intaked more
than once into such a Registered Program, they are only counted once.

Adults   The number of Adults registered in a Registered Program which is
set to be within an "Umbrella Program".

Children   The number of Children registered in a Registered Program which
is set to be within an "Umbrella Program".

IndirectChildren_Unduplicate   Reports the "Indirect Children" count of Clients who were enrolled
in a Registered Program which has its' "Umbrella Program" code set. The "Indirect Children" count is
simply a count of the Children attached as the "Mom" to the Client. The intention of this is to give some
measurement of the trickle down effect of service delivery. IE because this Client has received service,
"x" number of children become the indirect benefactor. This is an unduplicated count and will only count
the Children once per fiscal year.

Example:

:RP;CWWA,,ActiveInProg^

WK; Time Log Entries by Worker Statistics

MODE:

WK;

FIELD:

{Time Log Code}   This is the code of the Time Log that you want to report on.

COUNTER:

{STM Worker Code}   This is the code of the Worker that you want to report statistics on.

TYPE:

ServiceValue   Total time (Service Value) of Time Log Entries made during period by the specified STM Worker coded with the Time Log Code specified.

Total   Total number of Time Log Entries made during period by the specified STM Worker coded with the Time Log Code specified.

Index

CHANGES TO THIS DOCUMENT

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