



Specialist Homelessness Services Collection e-Newsletter for homelessness agencies

1 September 2023



Validata™ is ready to receive August 2023 extracts

If your July 2023 extract has been submitted to Validata™, you can now upload and submit your August 2023 extract. Please remember to submit your extract once it has been validated and contains zero critical errors.



Annual SHS Statistical Summary reports

The 2022-23 annual snapshot has been successfully taken. The national submission rates were 100% for July 2022 – April 2023 & 99.9% for May and June 2023. Thank you everyone for another great result.

Annual 2022-23 SHS Statistical Summary reports will be available to download from Validata™ in early September 2023. You can access these reports in Validata™ by logging in and selecting the 'Reports' tab. The Validata™ Manual provides information about the 'Reports' tab on pages 58-64 and can be accessed [here](#).



How to complete the Labour force status question

In the SHS collection, 'Labour force status' is only collected for clients aged 15 and over. Therefore, the only valid response for clients aged under 15 is 'Not applicable'. This aligns with the Australian Bureau of Statistics Labour Force standards.

For clients aged 15 and over, 'Labour force status' should be collected and a response of 'Not applicable' will generate an error. See the error below, as displayed in SHIP.

Labour force status

Error: A "Labour force status" value of 'Not applicable' is not a valid option for a person 15-years-old or over.

Refer to the definitions below to help you complete 'Labour force status' correctly for clients aged 15 and over:

Employed: The client was working in the past week or had a job but was not at work that week.

Unemployed: The client was actively looking for full-time or part-time work.

Not in the labour force: The client was not employed and not actively looking for work. This may include some students, clients keeping house (unpaid), retirees and those permanently unable to work or in institutions.

Further detail is available on the SHS Data Definitions [website](#), which can also be accessed via the Reference Book icon in SHIP.





Online training via 'Connecting Up'

To complement the security within SHIP, it is also important that agency staff are aware of actions they can take to better protect themselves. Free cyber security awareness training can be accessed via the **Connecting Up** platform. Further details can be found [here](#).



Connecting people with services: Ask Izzy

The Ask Izzy website (askizzy.org.au) allows service providers, government agencies and corporate hardship teams across Australia to help their clients to find support.

There are thousands of services listed in Ask Izzy, including:

- food
- housing support
- health and mental health services
- Centrelink offices

The website about.askizzy.org.au has information, downloads and resources for service providers.

Want to add or edit your details on Ask Izzy?

If you're a service provider and you're not listed on Ask Izzy you can add your service details via [this simple form](#) on the Ask Izzy website. If you'd like to edit your existing details, please email Infoxchange at database@infoxchange.org.



SHS webinar training



Register for a webinar now by selecting the registration links in the table below. Webinar invitations will be sent **after** the 'Register by' date.

	Webinar date	Register by	What is covered?	Who should attend?
Basic Register here	26 September 2:00 to 4:00pm AEST	19 September	Opening a client support period, SHSC concepts and definitions	Staff new to agency, staff requiring refresher training
	17 October 2:00 to 4:00pm AEDST	10 October		
Advanced Register here	27 September 2:00 to 4:00pm AEST	19 September	Data quality and fixing errors	Managers or coordinators with basic SHIP experience
	18 October 2:00 to 4:00pm AEDST	10 October	SHIP administrative functions	Managers or coordinators with basic SHIP experience
Validata™ Webinar Register here	12 September 2:00 to 3:00pm AEST	5 September	Basic functions within Validata™ including uploading and submitting extracts, viewing reports & user admin	All Validata™ users

Links to training resources and reports



SHS concepts and basic data entry e-Learning modules can be found [here](#).

Additional e-Learning modules and resources can be found on the [AIHW website](#).

SHS Annual Report 2021-22 can be found [here](#).

Fact sheets and Infographics for your state or territory can be found [here](#).

