



Specialist Homelessness Services Collection e-Newsletter for homelessness agencies

3 June 2024



Validata™ is ready to receive May 2024 extracts

If your April 2024 extract has been submitted to Validata™, you can now upload and submit your May 2024 extract. Please remember to submit your extract once it has been validated and contains zero critical errors.



9-month SHS Statistical Summary reports

The 2023-24 9-month snapshot has been successfully taken. The submission rates were 100% for July 2023 – February 2024 & 99.9% for March 2024. Thank you everyone for another great result!

Statistical Summaries are scheduled for release to Validata™ in early June 2024.

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](#).



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](#).



How to add a newborn baby to mother's support period

Has your client recently given birth to a baby? Are you supporting both the parent and child within your agency, where both are receiving a direct SHS service, e.g. accommodation support? If so, then the baby is a client of your agency and you are required to open a support period for the baby.

To add a baby to an open support period, you will need to add the child's information through the [Create new relationship](#) tab in SHIP. Once completed, you will need to select the date that the support period commenced to access the family's open support period. It is important that you state the start date of the support period for the baby as the day when the direct SHS service was provided to the baby, e.g. the first day that accommodation was provided. You will need to manually enter data into the relevant support period tabs from left to right until all tabs are completed.

Further assistance to support you in opening a newborn baby's support period and completing the relevant tabs is found within the [How to add extra family members to an open support period](#) SHIP E-Learning material.



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	25 June 2:00 to 4:00pm AEST	18 June	Opening a client support period, SHSC concepts and definitions	Staff new to agency, staff requiring refresher training
	16 July 2:00 to 4:00pm AEST	9 July		
Advanced Register here	26 June 2:00 to 4:00pm AEST	18 June	SHIP administrative functions	Managers or coordinators with basic SHIP experience
	17 July 2:00 to 4:00pm AEST	9 July	SHIP reports	Managers or anyone responsible for SHS reporting
Validata™ Webinar Register here	18 June 2:00 to 3:00pm AEST	11 June	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 2022-23 can be found [here](#).

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

