



Specialist Homelessness Services Collection e-Newsletter for homelessness agencies

3 July 2023



Validata™ is ready to receive June 2023 extracts

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



Data cut-off date for 2022-23 annual report

The cut-off date for agencies to load extracts for inclusion in the Annual Statistical Summaries is **Monday 7 August 2023**. To continue the high submission rates achieved in previous reports, please ensure all extracts for the period July 2022 to June 2023 are uploaded and submitted to Validata™ by this deadline.



Changes to Telstra Top Ups program

Since 2019 SHS agencies have been able to use SHIP to access **free credit for Telstra pre-paid mobiles for their clients**. The Telstra Top Ups program is a partnership between Infoxchange and Telstra that enables SHIP users to request and activate the credit on behalf of their clients.

Telstra have been running the program to help people experiencing homelessness, domestic and family violence or natural disasters stay connected in times of crisis.

From the 4th of July, the following changes will come into effect in SHIP:

- Top up amount: \$160
- Maximum number of Top ups: one top up per unique person per financial year

If your agency isn't already accessing this initiative, then you can help them get connected by calling the SHIP Hotline on 1800 627 191, option 1.



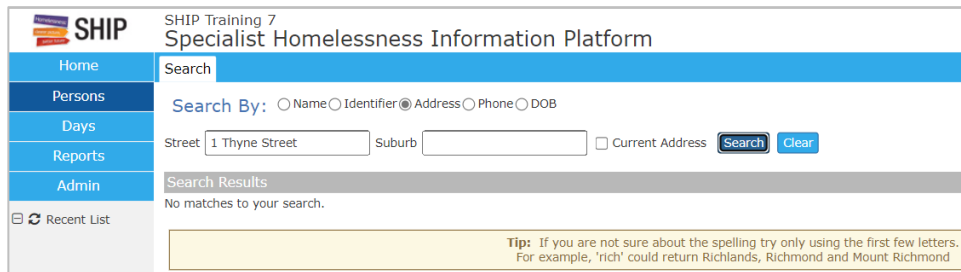
SHIP Address search

Did you know that you can search for a client in SHIP by their address? The address is derived from the Primary Details page within a client's record, in SHIP.

Address: Create new address				
Street	Locality	Type	Comments	Last Update
✓ 1 Thynne St	BRUCE ACT 2617	Home		03/08/2022

When searching for a client by their address you can utilise the **Search By > Address** option within the Persons page, in SHIP.





Methods to search for a client include searching by:

- ✓ Street and suburb
- ✓ Street
- ✓ Suburb
- ✓ Current addresses (default) by checking the “current address” box
- ✓ Prior addresses by un-checking the “current address” box.

You can also use the “%” (wildcard) and the initial letters of a street name when running a search for a client.

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	18 July 2:00 to 4:00pm AEST	11 July	Opening a client support period, SHSC concepts and definitions	Staff new to agency, staff requiring refresher training
	22 August 2:00 to 4:00pm AEST	15 August		
Advanced Register here	19 July 2:00 to 4:00pm AEST	11 July	SHIP administrative functions	Managers or coordinators with basic SHIP experience
	23 August 2:00 to 4:00pm AEST	15 August	SHIP case management functions	Staff new to agency. 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](#).

