

Stanislaus County HMIS

Partner Agency Administrator Agreement

Agency Name: _____

Each Emergency Shelter Grant (ESG) Partner Agency will have an HMIS Partner Agency Administrator (Agency Administrator).

The Agency Administrator is the primary contact for all administrative functions regarding the Stanislaus County HMIS at this agency.

The Agency Administrator will:

- ◆ Provide a single point of communication between the Partner Agency and the HMIS System Administrator or HMIS Coordinator/Technician at the City of Modesto regarding HMIS administrative issues.
- ◆ Request training for agency end-users
- ◆ Provide support for the generation of required agency reports.
- ◆ Manage agency user licenses.
- ◆ Monitor compliance with standards of client confidentiality and ethical data collection, entry, and retrieval.

_____ is the designated Agency Administrator for this Agency.

Agency Administrator's Signature

Date

Agency Executive Director Signature

Date