

Hennepin CoC Coordinated Entry System (CES) Assessor request form

All trained assessors need to be approved by the Hennepin CES Team prior to obtaining access to Hennepin CES Assessor Group in HMIS and/or CES Connect. The Hennepin CES Team will limit the number of authorized assessors based on access points, specialized population, and the need to improve data quality of assessments.

- Assessors must agree to follow all CoC, HMIS and HUD guidelines including processes, documentation and reporting requirements.
- All requests for assessors will be reviewed on a case-by-case basis. Completing and submitting this form does not guarantee that the request will be approved

Today's date	
Agency Name	
Name of Possible Assessor	
Job Title	
Email Address	
Phone Number	
Name of Supervisor	
Supervisor's Email Address	
Supervisor's Phone Number	

Agency Type

- ☐ Emergency Shelter
☐ Outreach
☐ Other:

Population Served

- ☐ Single Adult
☐ Youth

System Access Needed

☐ HMIS

- Is the possible Assessor already a HMIS User? ☐ Yes ☐ No

☐ CES Connect (please note- we reserve CES Connect access for agencies who **primarily** work with people fleeing domestic violence or minor youth)

Is this person replacing a past assessor?

☐ Yes: If yes, please provide name of the past assessor:

☐ No

Location of Agency:

What other services does your agency provide?

Is there anything else CES should know about your request to become an assessor?:

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Thank you for your interest in becoming an assessor. Please send this completed form to CES.Hennepin@hennepin.us