



DEPARTMENT OF  
HOMELESSNESS AND  
SUPPORTIVE HOUSING

# Administrative Review Update Fall 2024

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# Administrative Review Updates

- Administrative reviews are a way for providers with clients that were not identified upon initial assessment as Housing Referral status to have their case reviewed.
- In Admin review like many parts of our system this year we have seen an increase in cases submitted with under one year of chronicity documented in the ONE.
- Due to this increase of new cases Prioritization has partnered with upper management to review all Administrative review cases that do not meet the 1 year chronicity threshold from our Continuum of Care partners.
- This extra layer of review that includes upper management still prioritizes based on barriers to housing, vulnerability, and chronicity of homelessness.
- The collaboration between teams internally is increasing turn around time on the notices of determination. Please expect 30-45 days on determinations if your client has less than one year of history in the ONE system.
- Expect to see updated communication reflecting this change by the end of the September.