



Date: _____

Thank you for taking the time to complete an All Doors Lead Home Coordinated Entry Assessment. You have just taken an important step in possibly resolving your housing crisis. Please review the following reminders below about the process we discussed during your assessment:

- All Doors Lead Home Coordinated Entry is the process that manages regional Community Queues that help identify housing for those who need it. You were referred to a 'Queue' today based on the information that you provided in your assessment. This does not guarantee that you will receive housing.
- Community Queues are not waiting lists. The Community Queues help providers prioritize housing opportunities based on each household's needs and homelessness history. Referrals from the Community Queues are sent to housing providers who have identified openings. Those providers will reach out to the household directly to discuss the housing being offered.
- We are unable to provide you with any specific time frame on when you would be referred to a housing program, and there is no guarantee that a housing program would become available for your household. Please continue to pursue other options for housing in the meantime.

Your responsibility to maintain an active status on the Community Queue:

- **It is important to maintain contact at least weekly with a case manager or other service provider.** This means having them check you in under your Coordinated Entry referral. Households that are not in contact for 2 weeks or longer are moved to a 'No Contact' list and are not prioritized for housing.
- **It is important that you keep your contact information updated** with your case manager or with a service provider that can update that information on your Coordinated Entry referral. If you are referred to a housing program, the provider will attempt to reach you directly through the contact information you provided.
- If your living situation or barriers to housing change over time, please contact a service provider to update your assessment or to update your Coordinated Entry referral to ensure we have the most up to date information available.

If you have any questions, concerns or updates, please contact your case manager or service provider.

Thank you,

Assessor's Name _____

Agency _____

Phone # & Email _____