



Colorado Balance of State Continuum of Care

2021 Point-in-Time (PIT) Unsheltered Count Instructions & Script

For the Surveyor:

Work with the Point-in-Time Agency/Volunteer Lead person to discuss safety precautions prior to conducting the surveys. When outdoors, maintain safe social distancing (6-8 feet) and be sure to review language in the script in advance to discuss with survey participants.

Make sure:

- To review the “Interim Guidance on Unsheltered Homelessness and Coronavirus Disease 2019 (COVID-19) for Homeless Service Providers and Local Officials” via the Center for Disease Control (CDC):
<https://www.cdc.gov/coronavirus/2019-ncov/community/homeless-shelters/unsheltered-homelessness.html>
 - That the space offers appropriate social distancing and safety precautions for the Covid-19 pandemic.
 - All volunteers are wearing masks and other PPE to help reduce risk of Covid-19 exposure.
- Any space offers privacy for the participant (If it’s an open space and client isn’t comfortable in the exact spot you’re approaching them, suggest moving to a location that is more comfortable for them, while still within eyesight of team members.)
- Prior to conducting surveys, develop a safety plan with the PIT Lead. This might include but is not limited to:
 - Coded language to use with staff/other surveyors if you’re feeling unsafe.
 - Excusing yourself from the survey to check-in with a staff or lead members.

Familiarize yourself with the following language to begin the survey:

1. **Introduce yourself:** Hello, I’m (insert name) with the **BoS CoC** (Colorado Balance of State Continuum of Care) and (local lead organization/CoC name).
2. We are taking the following **safety precautions due to the Covid-19 Pandemic:**
 - a. List agreed on outdoor/CDC safety protocols here
3. **Confirm Homelessness:** Are you/have you been experiencing homelessness? (*Sleeping in emergency shelter, transitional housing, on the streets, in abandoned buildings, vehicles, tents, etc.*)? Has anyone else asked you to do a survey about your current experience of homelessness?
 - If the **person/household is not living in Emergency Shelter or Transitional Housing**, discontinue survey and offer pre-determined resources/next steps worked out with your PIT Lead.
 - **If the person/household is staying in Emergency Shelter or Transitional Housing, continue...**
4. **Complete Intro & Explain Privacy:** I have a quick survey I’d like to complete with you and it shouldn’t take more than 10 minutes. I’ll ask questions about where you’re **staying tonight / stayed last night** and some other questions that will help us understand the reasons you’re experiencing homelessness right now.
Your privacy is important to us so the questions are confidential. We only take some of your personal information to help us make sure we’re not duplicating your survey, but the information we take isn’t able to identify you to anyone else. (**We’ll ask things like the first three letters of your first and last name, age, along with questions about your gender, race and family makeup**). Would you be okay with me asking these questions?
5. **Begin Unsheltered Count Survey**