Date of Birth (DOB) Guidelines and Submission to Healthy Start Monitoring and Evaluation Data (HSMED)

1. For HSMED upload, client’s date of birth is required for XML files to be submitted successfully while a client’s child’s date of birth is not required. Please note this is the requirement for XML submission to HSMED. HRSA/MCHB requires grantees to collect all information provided in the six screening tools including date of birth. Please make every effort to collect and report DOB as it is critical for program evaluation purposes.
2. Where date of birth is not available or cannot be reported, please follow the guidelines below:
	1. If DOB is not available for certain clients in your organization, please use the “dummy date” **01/01/1901** (or 1/1/1901) for these clients in your XML file.
	2. If your organization cannot report DOB for ***any clients*** due to HIPPA or data sharing reasons, please seek approval, via email, from the Healthy Start Data Mailbox (HealthyStartData@hrsa.gov) including your assigned HRSA Project Officer and HSMED Technical Support (HSsupport@dsfederal.com).
3. If you have already submitted records using a “dummy date” other than 01/01/1901 in your submitted XML files (e.g. 02/29/2016), please update those client records by uploading a tool 1 demographic XML file that contains the latest data for those clients, as well as the corrected dummy date of 01/01/1901.

Note: The final version of the implementation guide - Tool 1 Demographic (dated 03/24/2017 and distributed 03/31/2017) incorrectly indicated that the client’s date of birth (element name: *Birthdate*) was optional. *Birthdate* is required. The HSMED schema and change log are correct. An erratum has been issued and the corrected implementation guides will be re-distributed and re-posted on HSMED and EPIC center.