

F E B R U A R Y 2 0 1 3

# Data-Keeper Technologies

As many of you have probably noticed, we have been very busy over the last couple months making some big changes to Visit Tracker Web. Many of these changes have come about due to requests from programs that are receiving MIECHV funding. So far, we have had a lot of great feedback and appreciate all your comments. Please feel free to contact our office anytime,

Warm Regards,  
The Data-Keeper Team

Inside this edition:

Pg. 1 - [Did You Know?](#)

Pg. 2 - [New Features](#)

Pg. 3 - [Upcoming New Features](#)

[Becoming a PAT Affiliate](#)

Pg. 4 - [Welcome New Users](#)

[Need Assistance?](#)

## Winter greetings from Data-Keeper!

### Did you know....

When you are working and have open PVR, save and close it when you are finished. It is important to only have one PVR open at a time. Do not minimize it and open another PVR. When you have multiple PVR's open, it may not save the most recent information that you have entered. It may also see the minimized PVR as "idle" and "idle" screens will cause your Visit Tracker Web to "timeout" and you may get told to save or get kicked out.

If you are wanting a Group Connection to count on your end of year report, you must enter that Group Connection on the Calendar as a "Group". If the group is entered as a "Play Group" or "Event", these do not count as a Group Connection.

When entering a "Group", and if you choose "Public", all educators will see it on their calendars. This also means that any educator can delete the group. Never delete something without checking with your administrator or other educators.

## NEW FEATURES!!

### Guardian Demographic Screen

On the Guardian demographic page, educators can now enter the Primary Parent DOB, Social Security Number and Gender. There is also an area to document Family Income History, Primary Parent Employment History, and Primary Parent Education History.

\*Please note: the previously existing "Education level" and "Yearly Family Income field" which you may have been using will disappear in the future, you should enter that information in the new History fields for that data so that changes over time can be better tracked.

The screenshot shows the Guardian Demographic Screen with the following sections:

- Guardian Information:**
  - Yrly Family Income: [ ] TANF Eligible: ☐
  - Ethnic Category: ☐ Hispanic/Latino ☒ Non-Hispanic/Latino
  - Primary Guardian Sex: [ ] DOB: [ ] SS#: [ ] Race: White
  - Marital Status: Unknown
  - Parent Knowledge Assessment: Pre: [ ] Post: [ ]
  - Primary Parent Education Level: Data Not Collected
  - Referral Source: [ ] Last Updated: 1/18/2013
- History Sections:**
  - Primary Parent Employment History:** Date, #hrs/wk
  - Primary Parent Education History:** Date, Status, #hrs/wk
  - Family Income History:** Date, avg.Monthly, # in house, Income type
- Buttons:** Update Demographics, Add Item (for each history section)

### Guardian Health Info

The new Health Info Screen can be found by clicking on "Health Info" on the left hand side when in a Guardian file. Educators can now track the Medicaid #, the Insurance History, the tobacco use survey, and the medical visit history.

\*Please note: you will only see the "medical visit history" on the new Health Info Screen if your program administrator has gone into SETUP and down to PREFERENCES and answered Yes to the question "Does your agency record dates of medical visits?"

### Child Main Data Page

Educators can now track caregiver relation. Enter if the child is a biological child, step child, etc.

### Child Health Info

The new Health Info Screen can be found by clicking on "Health Info" on the left hand side when in a child file. On this new Health Info Screen, educators can now track the Medicaid #, Due Date, and information concerning if the child had a delay at enrollment. There is also a section for the child's insurance history, and the medical visit history. The Due Date will from now on be entered at enrollment and when the DOB is changed, this Due Date field will remain the original date you entered.

The screenshot shows the Child Health Info Screen for a child named Mickey Disney:

- Child Data:**
  - Medicaid #: [ ]
  - Due Date: [ ]
  - At Enrollment, does this child have a diagnosed developmental delay or disability? ☐ Y ☒ N
- History Sections:**
  - Insurance History:** Date, Status
  - Child Medical Visits:** Date, Type, Reason, Comments
- Buttons:** Update Child Data, Add Insurance History Item, Add Child Medical Visits Item

## Upcoming New Features!

**New Features that will be released by the end of February:**

- ❖ 2013 PAT National Center APR Report
- ❖ Cooperative Parenting and Divorce Assessment
- ❖ Active Parenting Now Assessment

**Later in March, look for:**

- ❖ Infant/Toddler HOME Assessment

---

## Becoming PAT Affiliate Program

### How will this affect your Visit Tracker Subscription?

We have had many inquires regarding programs becoming a PAT National Center Affiliate. Listed below are a few frequently asked questions with the answers. We hope this will help to clear up any confusion, but if you continue to have questions, please do not hesitate to call or email!

**Question:** Is Visit Tracker included in my Affiliate fee?

**Answer:** Yes, your Visit Tracker subscription will be included in your Affiliate fee.

**Question:** Our bill is due in March, but we are planning to pay our Affiliate fee July 1. Can we pro-rate our current invoice?

**Answer:** We are requesting that programs pay in full the current invoice they have due. This will prevent any disruptions in your service. Once you have paid your Affiliate fee, we will be notified by National Center and your program will receive a reimbursement from Data-Keeper Technologies.

# Welcome New Users!

Visit Tracker is growing everyday! We would like to say a special welcome to those programs that have recently starting using Visit Tracker Web.

- Fairfield Co. First Steps/PAT
- McKean Co. Family Centers-PAT
- STAR: Starting Together
- Positive Parenting Power-PAT/Barnwell
- Horry Co. First Steps
- Jasper Co. First Steps
- Lee Co. First Steps/School District
- Marlboro County First Steps
- Sto-Rox Family Center/AIU
- Hampton Co. First Steps PAT
- Central Family Center/ELECT-PAT
- Newberry Parenting/Family Literacy

---

## We'd love to hear from you!

At Data-Keeper Technologies, we pride ourselves on the customer service we provide!  
You can reach us by phone, email and through our internal Help tab.

We are here for you Monday – Friday,  
8:00 am – 3:00 pm (central time)

1-800-532-7148

[info@data-keeper.com](mailto:info@data-keeper.com)

[help@data-keeper.com](mailto:help@data-keeper.com)

Don't forget about our training video library. Training videos can be found at:

[www.visittrackerweb.com/train.html](http://www.visittrackerweb.com/train.html)