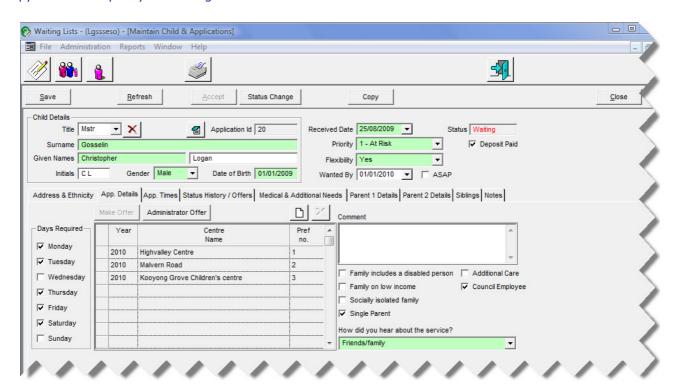


Centralised Waiting Lists Module

Waiting Lists, a module of the *Community Services Suite* is a powerful easy to use application, which automates many of the procedures associated with the management of Waiting Lists for Child Care. Priority as per DEEWR guidelines.

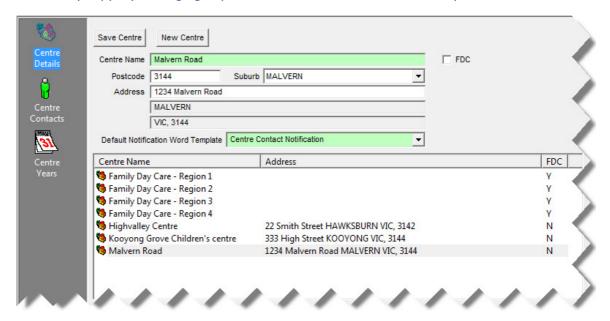
Records detailed information on Children including:

- Country of Birth, Ethnicity, Cultural Affiliation, Main Language Spoken and Indigenous status
- Year Care is required, Centre Preferences, Days and Hours required
- Status history and offers made
- Child Medical/Additional Needs
- Parent 1 and Parent 2 contact details
- Siblings easily view if siblings are waiting for care
- Create Unlimited Notes
- Copy function to quickly add siblings



Unlimited number of Centres/Carers/Regions including:

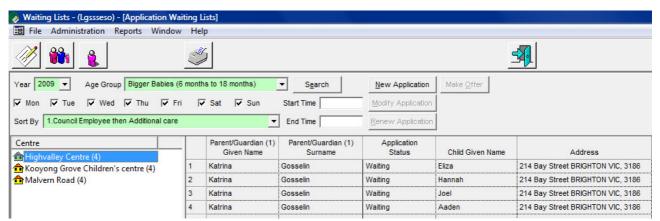
- Define Age Groups for Years
- Attach Staff and their contact details inc phone and email addresses
- Create Year and Age Group combinations
- Copy function to easily copy a year's age groups and centres combination to another year.



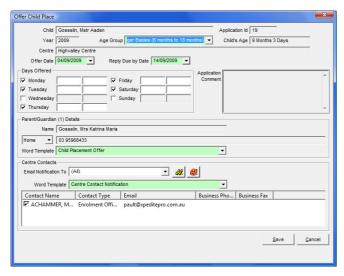


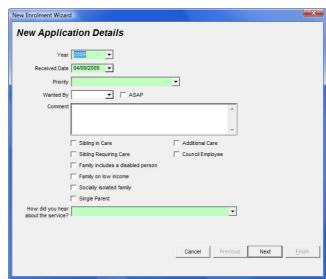
Centralised Waiting Lists Module

User maintained Sort Order for Priority weighting of Lists.



- Enrolment Wizard for easy entry of children and their care requirements into the system, copy function for adding siblings.
- Make an Offer process that can create a letter/email for the Parent and the Centre with customised MSWord Templates.





- Generation of bulk mailouts for children on the waiting lists via Microsoft Word for confirmation of application or renewing Care requirements for the following year.
- Wide variety of reporting including Offered Places, Waiting Lists and many statiscal reports

Optional Link to Civica's Name and Address Register

Total Package

 Implementation assistance, User Training, Phone Support line, Remote access diagnostics, Maintenance/enhancement program

Technical Environment

Operating systems

 XP, Vista, Windows 7, Citrix Metaframe RDBMS

SQL Server, Informix

