

Family Day Care, a module of the *Community Services Suite* is a powerful yet easy to use system, which automates many of the procedures and functions associated with the efficient management of Family Day Care Services to children and families.

The screenshot shows a software window titled "Family Day Care - (Lgssst) - [Maintain Family - Jones, Mrs. Jemima]". The interface includes a menu bar (File, Administration, Care Provision, Batch, Scan, Window, Help) and a toolbar with various icons. Below the toolbar is a "Save" button and a "New" button. The main form area is divided into several sections:

- Family Information:**
  - Family No: 11
  - Name: Jones, Mrs. Jemima
  - Address: 12 Smith Street, BRIGHTON VIC, 3186
  - Home: 4583 4583
  - NAR No: 67
  - Region: One
  - Lang Spoken: English
  - Birth Date: 31/08/1969
  - Age: 38
  - Gender: F
  - Currently Active:
- Children:** (Empty list)
- Contact:** (Empty list)
- Employ:** (Empty list)
- Notes:** (Empty list)
- Register:** (Empty list)
- Special CCB:** (Empty list)
- CCB Details:** (Empty list)
- Other Care:** (Empty list)
- Preferences:** (Empty list)
- Other Status:** (Empty list)

At the bottom of the form, there are dropdown menus for:

- Country of Birth: Australia
- Ethnicity: Australian
- Indigenous Status: Nether Aboriginal nor Torres Strait Islander
- Lang Spoken: English

## Major features at a glance:

- The Family Day Care module of our Community Services Suite has been designed to simplify service provision while reducing administration overheads. The system efficiently manages Timesheets with manual recording or with a **Scanner**.
- Maintains comprehensive profile of **Care Providers** including:
  - Care Provider specific Fees and Charges (Deregulated Fees)
  - Nationality and ethnicity, languages spoken, Police and Working with Children checks
  - Details relating to Care Provider's ability to provide quality care, transport, school and preschool transport
  - Household Assessment including safety checks and property information, members of the household and own children
  - Qualifications and Course attendance
  - Days available and details of child preferences
- Records detailed information on **Families** including:
  - Nationality and ethnicity
  - Members of the family, Parent 2 details including employment details and Other Children in Care with other Service Providers.
  - Registration information
  - Parent Statements
  - CCB Notice Details
  - Special CCB, Eligible Hours Restrictions and individual Child CCB Exclusions
- Records detailed information on **Children** including:
  - Preferences and Care requirements
  - CRN details/JETCCJFA details if appropriate
  - Medical details, any special needs etc.
  - Other Care Details
  - Emergency contacts
  - Split Custody

