

A unique automated system **designed by and for, Youth Services** providers.

The Youth Services module of our **Community Services Suite** has been developed to significantly reduce the administrative overheads associated with traditional paper based systems. Providing simplified maintenance of accurate records means increasing service levels to clients.

The screenshot displays the 'Youth Services - [Client - Smith, Mr Cameron]' window. The interface includes a menu bar (File, Find, Administration, Program Admin, Reports, Window, Help) and a toolbar with various icons. Below the toolbar are 'Save', 'New', and 'Close' buttons. The main area is divided into sections:

- Client Information:**
 - Client No.: 3
 - Birth Date: 01/01/1995
 - Name, NAR: Smith, Mr Cameron
 - Address: 30 Smith Street, FRANKSTON, VIC, 3199
 - Sex: M
 - Start Date: 30/09/2004
 - Mailing List:
 - Client Type: Youth
 - Initial Contact: In Person
 - End Date: (empty)
- Support:**
 - Details: (empty)
 - Ethnicity: (empty)
 - Family/Contacts: (empty)
 - Medical: (empty)
 - Additional Info: (empty)
 - Program Participation: (empty)
- Referrals:** (empty)
- General Inquiry:** (empty)
- Worker:** (empty)
- Program Alerts:** (empty)

Additional fields visible include School, Year Level, Date, Employment Status, Occupation, Custody, and Household.

Major features at a glance:

- Record and maintain comprehensive client information including:
 - Family/Contact/Key Player details
 - Ethnicity Details
 - Medical conditions, required medication, allergies etc.
 - Participation history for programs
 - Program Alerts
 - Referrals from Agencies/ to Agencies
 - Support/Counselling case notes
 - General inquiries
 - Ability to store general notes in user defined categories
- Record and maintain pertinent staff information:
 - Driving licence details including special endorsements
 - Skills appropriate to programs offered
 - Course special qualifications eg. first aid
 - Program preferences
 - Reference checking eg. police
 - Reimbursements of out of pocket expenses
 - Optional recording of staff work area
- Agency Listing and search facility
 - Recording of multiple contacts
 - Record services provided by Agency
 - Ability to store notes in user defined categories
 - Search services to mail out to Agencies, print out for clients

