

# DAISEY Navigation and Data Entry

## KDHE User Training Webinar



## Format of this webinar:



- A walkthrough of the DAISEY system, including:
  - Navigation
  - Data entry
- Q&A session at the end
- Type questions into the GoToWebinar question box

# Other DAISEY resources



- This training is not intended to address what forms are required, data due dates, or what data elements mean.
- Visit [daiseysolutions.org/kdhe](https://daiseysolutions.org/kdhe) to find the Knowledge Base, which includes documents such as the Data Dictionaries.

DAISEY  
connecting the first five years to a lifetime of success

HOME LOG INTO DAISEY SUPP

**Knowledge Base**  
Resources and support tools **all in one place.**

**Training Videos**  
DAISEY video tutorials are available on topics including Basic Navigation, Child Profiles, Caregiver Profiles and Family Activities.

**Technical Assistance**  
Technical assistance tools and briefs provide information on data elements, forms, data entry, and implementation planning.



Install a DAISEY supported web browser!



Mozilla Firefox  
is supported!



Google Chrome  
is supported!



Internet Explorer  
is NOT supported!

# What is a caregiver?



- In DAISEY, “caregiver” is the label used for any adult receiving services from an organization.
- The caregiver may either:
  - receive services directly as a client OR
  - act as parent or guardian of a child who receives services

# Special considerations for teens



- For KDHE, all Family Planning, PMI, and Teen Pregnancy Targeted Case Management clients will be considered caregivers (adults) in the DAISEY system, regardless of age.
- The same teenager may be entered as a caregiver (adult) as a part of these programs, even if they also are entered as a child for a different program.

# What are profiles?

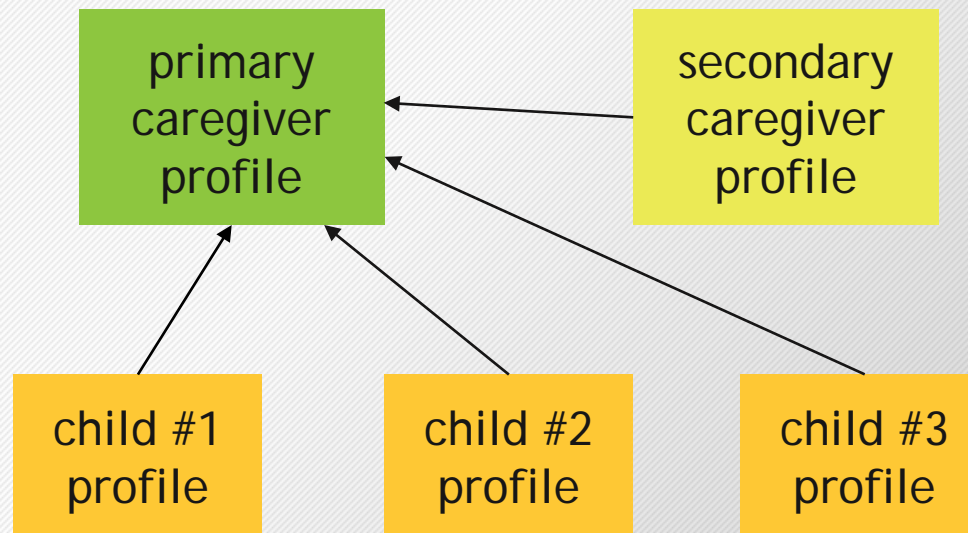


- Profiles are demographic records created for each caregiver and child.
- Each caregiver profile is designated as a primary or not primary (secondary) caregiver for the purposes of linking families in DAISEY.
- A caregiver or child profile may exist in DAISEY without being linked to any other profiles.

# Creating families in DAISEY



- Families are created when child or secondary caregiver profiles are linked to a primary caregiver.

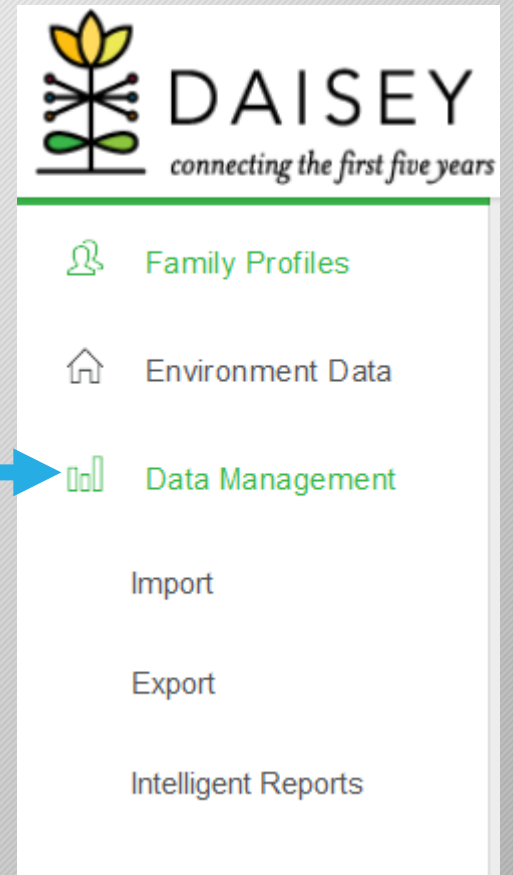




# Data Management Tab



- The data management tab in the navigation menu contains tools such as import, export, and intelligent reports.
- Reports for KDHE users are in development and will be available to users with the DAISEY launch near the beginning of 2016.
- For more on importing and exporting, see the video tutorials for KDHE users.



# Q&A Session



Please type questions in the  
GoToWebinar question box.

Thank you for attending!



Need technical assistance?

Email [daisey.kdhe@ku.edu](mailto:daisey.kdhe@ku.edu).