

Parenting Programs with a Series of Sessions

DAISEY Family Profiles Section



ENROLLMENT

- 1 Obtain Client Consent**

If a parent denies consent for their personally identifiable information to be entered into DAISEY, use the guidance below when creating their profile and enrollment form.
- 2 Locate or Create the Caregiver Profile**

Search before creating a new profile to avoid duplicates.

No consent? **Leave the FIRST NAME and LAST NAME fields blank and enter 01/01/1900 as the DOB.**

TIP: Use the assigned DAISEY ID or enter an Alternate ID to easily locate profiles without a name.
- 3 Complete the Enrollment Form**

The Enrollment Form is located in the Forms Available Section after you have created and selected the parent's profile.

No consent? **Leave the ZIP CODE field blank.**

Important! Enter the same Date of Activity on the Enrollment Form as the first Session Form.

EACH SESSION

- 1 Complete the program Session Form**

After locating and selecting the parent's profile, choose the Session Form that applies to the Parenting Program that you are providing. **Be sure to capture discharge information on the last session form of each program a parent attends.**
- 2 Complete any necessary surveys/assessments**

All assessments are available in the Forms Available Section after you have created and selected the parent's profile.

Questions? E-mail us at daisey.wprs@ku.edu