

Data improves program implementation and answers questions like, “How is the intervention working?” It informs critical decision-making and clarifies instincts. Often funders ask for data to understand program impact. As a part of ongoing quality assurance, ParentChild+ strongly suggests that sites run a DAISY report every 30 days to ensure data is entered.

MOST IMPORTANTLY: We know some of these forms/assessments and steps did not happen this year, please just enter any information you have, so we can tell the story of the work this year.

Form	When should it be completed	Rationale	Where should the form be placed
Virtual Visit Form/Provider Session Record	Each visit	Records valuable information about each visit and provider. Helpful for supervision and self-reflection.	Uploaded into DAISY, Optional
COVID Status Form	Monthly	Important to track work in the COVID context and to advocate for providers/families.	Entered into DAISY
Pre-CIS/CCIS or FCCERS **	Btw 4 th and 6 th visit	Observation assessing provider’s ability to support emotional, cognitive and social needs of children Use CCIS or FCCERS, not both.	Entered into DAISY
Post-CIS/CCIS or FCCERS **	End of program	Answers critical questions, what has changed in the care setting?	Entered into DAISY
Pre – Provider Survey	Start of program	Opportunity for providers to report on current practices when they start the program.	Entered into DAISY
Post – Provider Survey	End of program	Opportunity for providers to provide feedback and reflect on what has changed over the course of the program. Use this data to course correct, as needed.	Entered into DAISY
Post – Parent Survey	End of program	Opportunity for families to provide feedback. Use this data to course correct, as needed.	Entered into DAISY
Program Completion Survey	End of program	Tracks completions and reasons for drop-offs	Entered into DAISY
KEEP FORM	Annual requirement	Useful to review at beginning of program cycle for planning purposes and complete at end of program year. Is the site implementing the program with fidelity?	DAISY under Annual Requirement
VISM Schedule	Annual requirement	List of VISMs used in program for fidelity and quality assurance purposes	DAISY under Annual Requirement
Guide Sheets (three)	Annual requirement	Snapshot of guide sheets – one book, one toy, and one activity – reviewed for fidelity and quality assurance purposes. If parents are provided with different tip sheets, please upload the ones that accompany uploaded guide sheets	DAISY under Annual Requirement

**CCIS has recently been setup in DAISY, so you can input directly there if you completed it. Sites were not required to complete CIS/CCIS during COVID. If you do not have assessments to enter, you should still complete the Program Completion survey.

**Some sites are still using FCCERS instead of CCIS due to funding requirements.