

NEW FEATURES TO THE HEAD START CAST SOFTWARE ARE LISTED BELOW (most recent first).

January 2012: Software renamed to Head Start Child and Service Tracking or CAST. Warning message added to synchronization screen to indicate failure to synchronize. ABC and 123 buttons added to main screen to order the child spreadsheet by application number or name. Search screen modified to increase functionality and ease of use by adding stepped instructions with the ability to search by date of birth and phone number. Note on main screen changed to emphasize importance of preventing duplicate entry. Parent/Guardian name added to intake application screen and page 1 of the application. Eligibility screen modified for ease of use; entry of annual totals is allowed and monthly entry disabled. Eligibility form modified to remove monthly earnings amounts and thus show only the 12 month totals. Icon updated to reflect name change. Database, indexes, and maintenance modified to allow proper functioning of above features. Synchronization logging added.

November 2011: HHS Eligibility Verification Form and Medication Administration Record updated.

October 2011: Typo corrected on EHS Form Infant Feeding Plan. Client screen error messages for address and nick name changed to prevent endless loops.

September 2011: Wait List added to reports. Faulty error message received when closing reports was corrected.

August 2011: The Domestic Violence check box not printing on Application Form when marked has been corrected.

July 2011: Columns for language and disability and a button was added to Application Report to order report by Date of Birth (DOB) for ease of creating classroom rosters. The printing intake page problem that occurred when using various inkjet printers has been corrected. The error message for that problem was "Detail band too large to fit on page".

June 2011: Button added on "Admitted" tab to print Enrollment Packet. New forms added: TX Dept. of Family and PS Form, Health and Development History, Diet History for Children 12 Months and Older. Drops added to synchronization process. Status report modified to add option of selecting all HS or all EHS and to show total funded enrollment. New Client index added to prevent duplicates. Added admission date & comments to application report.

May 2011: Main screen now lists children by name without regard to enrollment year. Search by name no longer includes enrollment year. Updated Add/Edit/Delete button access and added text box for Other Health Concern on Intake/Interview Health screen. Change added to prevent blank spaces in front of names. Printing of name change form removed. Label font size increased and indented. Modem file creation removed. Total Exits, total Current and other PIR fields added to Status Report. The double printing of eligibility verification form instead of printing intake application form page 1 from client screen has been corrected.

April 2011: Option added to Application report to show only accepted applications. EHS form added. Accepted Page now updates date/time stamp for synchronizing changes. Drop page, screen, and form added which includes new EHS exit type "Parent Gave Birth" and button for adding application of New Born with mother's eligibility data. Application report now uses enrollment year instead of beginning and ending period dates. Error check added to intake/interview date to prevent applications prior to June 1st of the enrollment year. Table Maintenance now includes maintenance routine for terminations to install table and recreate indexes.

February 2011: Major revision to allow synchronization of data between centers and corporate office.

January 2011: HHS income guidelines updated.

October 2010: More forms added and updated.

September 2010: Changed "Medication Authorization" and "Classroom Attendance" forms and added prenatal forms.

August 2010 26th Edition: Application Report modified to show ages 10 and up for EHS (pregnant women).

August 2010 9th Edition: Enrollment Form modified to include ERSEA Specialist signature.

August 2010 Edition: Application List report modified for printing of mailing labels.

July 2010 29th Edition: Earnings totals changed to allow \$100,000 or more.

July 2010 27th Edition: The application's eligibility page was modified to include McKinney-Vento Act reference to definition of homeless and related categorical qualification. Bug fix: the point calculation for countable grandparents that contribute to family income updated as a result of the removal of the count of individuals contributing to family income.

July 2010 Edition: The enrollment application forms were modified to reduce unnecessary data entry and to more closely mirror the eligibility process.

June 2010 24th Edition: Application report modified to order by name or application number, and to select different age groups, and/or locations, and displays totals.

June 2010 3.3 Edition: Added a parent version of the Child Abuse Reporting Policy and the "Consent to Criminal Record Check" form. Set forms screen to list forms alphabetically.

June 2010 3.2 Edition: The following forms were added: Child Abuse Reporting Policy, Head Start/EHS Attendance Policy, Standards of Conduct & Professional Ethics, and the Volunteer Information Sheet. All forms were updated to reflect "Head Start/EHS" where applicable. The Social Services Consent Form was modified to spell out the reference to the FPA as "Family Partnership Agreement". The maintenance program was updated to remove the field termkey and adfldkey from the enrollment table to prevent the Enrollment Status Report from exceeding 255 records in the SQL query.

June 2010 3.1 Edition: Positive Discipline Policy form and Health Services Agreement form added.

June 2010 3rd Edition: The CPS and Foster/Kinship referral check box has been separated into two separate check boxes in order to facilitate separate point values for enrollment priority. The Family Needs Assessment form and Parent Interest Survey form (including updated Spanish versions) are now included in the Forms screen under the new "Coordination" tab. The spreadsheet grid on the Eligibility tab is now accessible for direct input of earnings. Adding a new client/child automatically adds the previous year for eligibility in addition to the 12 months already created, thus reducing the need to add months. The age shown on the client tab has been darkened for greater legibility. The intake date from the client detail screen now transfers to the intake detail screen. The intake detail section for earnings and household size has a change in color from light purple to dark orange and the text now emphasizes the use of the household and eligibility tabs for input. The current mailing address was updated to reflect changes to the current address when adding a new client/child. The link to Microsoft Word when saving a new client/child has been moved to the case management screen in order to prevent OLE errors from occurring on computers that do not have Microsoft Word properly installed. Access to multiple databases added to the password screen for authorized staff allowing the data entry of different centers from one or more computers.

June 2010 2nd Edition: Change in points calculation added to increase disabilities points from 100 to 125. Points calculation included in maintenance to update old records. Age computation corrected and old records are updated in maintenance. Record out of range error corrected for households of one, allowing for printing of household page with no household members. Household size calculation corrected when adding new household members. PPL change made to allow for 0 PPL when family receiving SSI/TANF or Homeless or Referred by CPS. Change to PPL included in maintenance to update old records. All screen references to Office changed to show Center instead. All screen references to School Year changed to show Enrollment Year. Eligibility Verification Form added to list of intake application forms printing from the client screen. Maintenance updated to mark or unmark Enrollment data table for modification. Intake Form page 1 includes new fields "Applicant Related to Agency Employee" and "Family Experienced Domestic Violence in last 12 Months".