

Entering Pregnancy Information

Step One – make sure you have sent applications to the ESD for entry and properly selected and enrolled the Expectant Mother.

Select the mom for whom you want to enter new pregnancy information from the **Participants** window. If they are not visible you can look them up in the **Search** box. You can also pull up all of your Expectant Mothers by clicking on **Change List**.

ChildPlus.net Agency= PugetSound/AppEntry

Services Status Center Entry Express Reports Setup Enter Report # Community Help

Search (Ctrl + F) Add Family Mom New x +

Participants (14) Change List

- Kardashian, Kim 4/06/11
- Kardashian, Kourtney 3/22/11
- Lovegood, Luna 1/01/12
- New, Mom (Adult) 11/02/95
- One, Thing 11/07/10
- Patil, Padma 1/01/12
- Potter, Harry 5/29/12
- Potter, James D. 9/03/10
- Snape, Severus 4/02/11
- Squarepants, SpongeBob 10/04/10
- Star, Patricia 6/03/11
- Tentacles, Squidward 1/17/12
- Weasley, Charlie 1/01/12
- Weasley, Fred 1/01/12

Mom New (Adult) Female DOB: 11/02/95 20y CPID: 51443

Application Enrollment Family Services Health Immunizations Disability Education Attendance PIR

Enrollment Attachments (0)

Current Year 2015 - 2016 EHS Expectant Moms Accepted 12/1/15 Puget Sound ESD - HS/EHS • Apple Cheeks ELC - EHS • 9600A

Enrollment

Accepted 12/1/15 Puget Sound ESD - HS/EHS • Apple Cheeks ELC - EHS • 9600A
Preferences 1st Apple Cheeks ELC - EHS • 9600A

New Waitlist Accept Enroll Transfer Drop Abandon Manage Location Preferences

Enrollment History

Status	Start Date	End Date	Location (Program Option - Funding)	Comment
Accepted	12/1/15		Apple Cheeks ELC - EHS • 9600A (ACF 10CH0104)	
New	11/25/15	11/30/15	Apple Cheeks ELC - EHS • 9600A (ACF 10CH0104)	

This will bring up the **Select Which Participants to Include** dialog box.

1. Uncheck **All**
2. Select only **Early Head Start** – “the current year” and **EHS Expectant Moms**

The screenshot shows a dialog box titled "Select Which Participants to Include" with a close button (X) in the top right corner. It has two tabs: "General" (selected) and "Custom Filters (0)".

Program Term (checkbox All):

- < No Program Term >
- 2015 - 2016 EHS
- 2015 - 2016 EHS Expectant Moms
- 2015 - 2016 HS
- 2015 - 2016 HS Family Childcare

Agencies (checkbox All):

- < No Agency >
- Puget Sound ESD - E
- Puget Sound ESD - H

Sites (checkbox All):

- < No Site >
- Apple Cheeks ELC
- Apple Cheeks ELC - EHS

Classrooms (checkbox All):

- Puget Sound ESD - HS/EHS
- Apple Cheeks ELC - EHS
 - < No Classroom >
 - 9600A

Status (checkbox All) and **Filter by Group** (checkbox Filter by Group):

- New
- Waitlisted
- Accepted
- Enrolled
- Dropped
- Drop/Wait
- Drop/Accept
- Completed
- Abandoned

Buttons: **Clear All**, **Find**, and **Cancel**.

Annotations: Arrows point from the instructions to the "All" checkbox in Program Term, the "Enrolled" status checkbox, and the "Find" button.

3. Select **Enrolled**, **Dropped**, **Drop/Wait**, **Drop/Accept** and **Completed** to see all moms you have had this year.
4. Click on **Find**.

5. Highlight mom.

6. Click on **Pregnancy**. (Note: The Pregnancy module only appears for adult females.)

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Mom New (Adult) Female DOB: 11/02/95 20y CPID: 51443

Application Enrollment Family Services Health Immunizations Disability **Pregnancy** Education Attendance PIR

Enrollment Attachments (0) Pregnancy (Ctrl+R)

Current Year 2015 - 2016 EHS Expectant Moms Accepted 12/1/15 Puget Sound ESD - HS/EHS • Apple Cheeks ELC - EHS • 9600A

Enrollment

Accepted 12/1/15 Puget Sound ESD - HS/EHS • Apple Cheeks ELC - EHS • 9600A
Preferences 1st Apple Cheeks ELC - EHS • 9600A

New Waitlist Accept Enroll Transfer Drop Abandon Manage Location Preferences

Enrollment History

Status	Start Date	End Date	Location (Program Option - Funding)	Comment
Accepted	12/1/15		Apple Cheeks ELC - EHS • 9600A (ACF 10CH0104)	
New	11/25/15	11/30/15	Apple Cheeks ELC - EHS • 9600A (ACF 10CH0104)	

You will be taken to the following screen. There is no Pregnancy information entered yet for this mother.

7. Select **Add Pregnancy**.

The screenshot shows a software interface for managing family services. The top navigation bar includes 'Services', 'Status Center', 'Entry Express', 'Management', 'Reports', and 'Setup'. A search bar and 'Add Family' button are also present. The main content area is titled 'Mom New (Adult)' and shows a 'Pregnancies' section with an 'Add Pregnancy' button highlighted in green. Below this, there are several input fields for pregnancy details:

Expected PIR delivery date	Actual delivery date	High Risk PIR Pregnancy	Last dental PIR exam	First received prenatal care	Last prenatal care visit
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Below the date fields, there are dropdown menus for 'Prenatal care provider' and 'Provider Type'. The 'Provider Type' dropdown is expanded, showing several options:

- Prenatal health care PIR
- Postpartum health care PIR
- Mental health interventions and follow up PIR
- Substance abuse prevention PIR
- Substance abuse treatment PIR
- Prenatal education on fetal development PIR
- Information on the benefits of breastfeeding PIR
- Receiving services at time of birth PIR
- Infant enrolled in program after birth PIR

8. You will then enter all of the fields for which you have current information. There are four questions that cannot be answered until after delivery:

- Actual delivery date
- Postpartum health care
- Receiving services at time of birth
- Infant enrolled in program after birth

9. Save Changes (changes are also saved when you navigate away from the page)

Remember to update information as you receive it and after mom delivers her baby.

The screenshot shows the 'Mom New (Adult)' form in the ChildPlus.net system. The form is for a female participant with DOB 11/02/95 and CPID 51443. It includes a 'Pregnancies' table with 'Actual Delivery Date' and 'Expected Delivery Date' (6/15/2016). Below this are fields for 'Expected delivery date' (6/15/16), 'Actual delivery date', 'High Risk Pregnancy' (Yes), 'Last dental exam' (7/12/15), 'First received prenatal care' (10/27/15), and 'Last prenatal care visit' (11/14/15). There are also dropdown menus for 'Prenatal care provider' and 'Provider Type'. A list of questions follows, each with a dropdown menu and a red PIR icon: 'Prenatal health care', 'Postpartum health care', 'Mental health interventions and follow up', 'Substance abuse prevention', 'Substance abuse treatment', 'Prenatal education on fetal development', 'Information on the benefits of breastfeeding', 'Receiving services at time of birth', and 'Infant enrolled in program after birth'. At the bottom, there is a 'Complications' section with checkboxes for 'Current' and 'Previous' for 'Anemia', 'Bleeding', and 'C-Section', and a section for 'Current Bed Rest or Hospitalization' with 'Due To' and 'How Long' fields. A 'Save' button is highlighted in the top right corner of the form.

All fields with a red PIR are required fields.

All PIR fields should have something entered. The only exceptions would be if mom did not ever see a dentist or did not have her baby before the end of the program year.

Prenatal care provider and Provider type are not required. Do not enter.

Additional information about Complications is currently optional.