

Tickler Report

The Tickler Report was developed to aid staff in scheduling client visits. Active clients appear on this report, along with all of their visit dates and some key information. Clients whose cases have closed (i.e., have been discharged) do not appear on this report.

The Tickler Report varies slightly by program, although the Babies First and CaCoon reports are nearly identical. They both group clients by home visitor, and then show each client's name and date of birth, state ID, local ID, and weeks of gestation at birth. Each visit date is listed by client. Next to each visit date, the report displays the client's age (or corrected age) on the day of the visit, any screening and measurement recorded at the visit, and the date the home visitor expected to see the client again (estimated next visit date). The CaCoon Tickler Report also includes the Tier Level assigned to the client. A client will remain on this report until the client's case closes in ORCHIDS.

The MCM/MOP Tickler Report includes the client's name and date of birth, state ID, local ID, estimated due date, and actual delivery date. Each visit date is listed. Next to each visit date, the report also displays the client's age on the day of the visit and the date the home visitor expected to see the client again. The report can be run on MCM or MOP clients alone, or with the MCM and MOP clients combined. A client will remain on this report until the client's case closes in ORCHIDS.

The following four pages show a CaCoon Tickler Report and an MCM/MOP Tickler Report. Each report displays on one page, and then displays again on a second page with descriptions of what each field on the report means.

CaCoon Tickler Report

Agency: Deschutes CHD
Staff: Nurse, HomeVisiting

Total Clients: 3

Name	State ID Local ID	Tier Level	Date of Birth & Weeks Gestation	Visit Date	Age or Corrected Age**	Screening & Measurement	Est. Next Visit Date
CaCoon, Client1	3538430 12-584729	3	3/23/1930 30	12/15/1930	6 Months**		12/31/1930
				11/11/1930	5 Months**		
				10/1/1930	4 Months**	ASQ	10/15/1930
				9/11/1930	3 Months**	Hearing	
				9/1/1930	3 Months**	Length: 24 inches Weight: 11 lbs Head Circ: 40 cm	
				8/1/1930	2 Months**	Hearing	8/31/1930

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CaCoon Tickler Report

Agency: Deschutes CHD
Staff: Nurse, HomeVisiting

Total Clients: 3

This report contains data about 3 clients. These are the active CaCoon clients on this nurse's caseload.

This column always shows the client's date of birth. Beneath the date of birth, the client's gestational age at birth will also be displayed if the age was entered into FamilyNet ORCHIDS.

The home visitor recorded that she expected to see the client again around 12/31/1930.

Name	State ID Local ID	Tier Level	Date of Birth & Weeks Gestation	Visit Date	Age or Corrected Age**	Screening & Measurement	Est. Next Visit Date
CaCoon, Client1	3538430 12-584729	3	3/23/1930 30	12/15/1930	6 Months**		12/31/1930
				11/11/1930	5 Months**		
				10/1/1930	4 Months**	ASQ	10/15/1930
				9/11/1930	3 Months**	Hearing	
				9/1/1930	3 Months**	Length: 24 inches Weight: 11 lbs Head Circ: 40 cm	
				8/1/1930	2 Months**	Hearing	8/31/1930

This column always shows the state ID number, which is the unique identifier for the client in FamilyNet ORCHIDS. It will also show a local ID number when one has been recorded in FamilyNet ORCHIDS. The local ID number is the unique identifier for the client in a database maintained by the local agency.

The nurse case manager assigned CaCoon Tier 3 to the family, which indicates a high need for care coordination.

The home visitor administered the Ages & Stages questionnaire on 10/1/1930. The client had a corrected age of 4 months on this visit date.

On the 9/1/1930 visit, this premature client had a corrected age of 3 months. The two asterisks that appear after the age indicate a corrected age. A chronological age displays without asterisks. The home visitor recorded the client's length, weight, and head circumference, which are all displayed to the right of the visit date.

This report reflects all data entry completed as of the previous day.

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MCM/MOP Tickler Report

Agency: Deschutes CHD

Staff: Nurse, HomeVisiting

Total Clients: 3

Name	Date of Birth	State ID	Local ID	Case	Est. Due Date	Actual Date of Delivery	Visit Date	Age	Est. Next Visit Date
Client_1, Mary MCM	1/1/1913	3538438		MCM	8/31/1930	8/8/1930	9/1/1930	17 Years	9/5/1930
							8/12/1930	17 Years	8/20/1930
							8/9/1930	17 Years	8/11/1930
							8/6/1930	17 Years	8/15/1930
							7/29/1930	17 Years	8/5/1930
							7/22/1930	17 Years	7/31/1930
							7/16/1930	17 Years	7/21/1930
Client_2, Marion MCM	9/3/1900	3538439		MCM	10/1/1930	4/5/1930	4/8/1930	29 Years	4/15/1930
							3/3/1930	29 Years	4/3/1930
							2/3/1930	29 Years	3/1/1930
Client_3, Mariah MOP	3/23/1910	3538440		MOP	5/15/1930	4/28/1930	5/15/1930	20 Years	

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MCM/MOP Tickler Report

Agency: Deschutes CHD
Staff: Nurse, HomeVisiting

Each of this client's visit dates is listed, starting with the most recent one. To the right of each visit date is the client's age when the visit occurred and when the nurse expected to see the client again.

Total Clients: 3

This report shows data about 3 clients.

Name	Date of Birth	State ID	Local ID	Case	Est. Due Date	Actual Date of Delivery	Visit Date	Age	Est. Next Visit Date
Client_1, Mary MCM	1/1/1913	3538438		MCM	8/31/1930	8/8/1930	9/1/1930	17 Years	9/5/1930
							8/12/1930	17 Years	8/20/1930
							8/9/1930	17 Years	8/11/1930
							8/6/1930	17 Years	8/15/1930
							7/29/1930	17 Years	8/5/1930
							7/22/1930	17 Years	7/31/1930
							7/16/1930	17 Years	7/21/1930
Client_2, Marion MCM	9/3/1900	3538439		MCM	10/1/1930	4/5/1930	4/8/1930	29 Years	4/15/1930
							3/3/1930	29 Years	4/3/1930
							2/3/1930	29 Years	3/1/1930
Client_3, Mariah MOP	3/23/1910	3538440		MOP	5/15/1930	4/28/1930	5/15/1930	20 Years	

The estimated due date and the baby's date of birth will be blank when no data entry has occurred in these fields.

This is an MCM client.

This is a MOP client, not an MCM client.

These columns always show the client's date of birth and state ID number. The state ID number is the unique identifier for the client in FamilyNet ORCHIDS.

No local ID displays for any of the 3 clients. A local ID number is the unique identifier for the client in a database maintained by the local agency.

An estimated next visit date was not recorded in FamilyNet ORCHIDS, so this field is blank.

This report reflects all data entry completed as of the previous day.