



ONCARE OFFICE 1.5.12

RELEASE NOTES

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1. Family Ledger Card Details – Page Revamp

In this release, Family Ledger Card details page is revamped with the following enhancements:

1.1. Navigation across families ledger made faster

- Instead of viewing all records in one page, now you can view the latest transactions. To view the older transactions, you can navigate to previous pages by clicking on the respective page numbers.
- Balance Summary of the “Sponsor, Co-Sponsor and Agencies” is moved at the top which will given you an overview at the first glance.
- You can navigate between families faster.

Family Accounting
Sandbox LC Center #3

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Main Menu Setup Reports Functions

>> Family Ledger Card Details

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Quick lookup: All | A-B | C-D | E-F | G-H | I-J | K-L | M-N | O-P | Q-R | S-T | U-V | W-X | Y-Z

Family: Add New Edit Children Summary Search Select Info Sheet Authorized Person Family Notes Acct Stmt

Family Account Key : Bon Deposit On Account: \$1450.00 Prev Next

Parent #1 Name : Ellen Bon Jovi

Child First Name : Shane

Ledger Filter : All

Hide Voided Transactions

Summary	Current Balance	Pending Balance
Sponsor	\$ 60357.28	\$ 60357.28

Current Transactions : (596-598 of 598)

Details of number of transactions in total and number of transactions in the current page.

Click here to add new transactions. Add Ledger Item Pop up will be displayed.

Ledger	Posting Date	Check #	Description	Comments	Child Name	Charges	Credit	Balance	Action
Sponsor	07/16/2012		Full Day FT	Shane	Shane Thomas	\$ 475.00		\$ 60444.16	Void
Sponsor	07/16/2012		Employee Discount		Shane Thomas		\$ 75.00	\$ 60369.16	Void
Sponsor	07/16/2012		Cash Discount	Shane	Shane Thomas		\$ 11.88	\$ 60357.28	Void
							Current Balance	\$ 60357.28	

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18

Click on the respective page number to view the transactions in that page.

Click here to add new transactions. Add Ledger Item Pop up will be displayed.

Future Transactions(Pending):

* No Future Transactions Found

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- Sorting of records by posting date / ledger will be done for the entire transactions and not for the transactions within the page. Once sorted, you will be taken to the last page where latest transactions are shown.
- Filtering will also be done at the similar manner.

- The number of transactions to be displayed in a page can be configured by you.
- To configure, select Family Accounting → Functions → User Preference Page which will bring you the following screen:

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oncare DEMO

Sandbox LC Center #3

Family Accounting

Main Menu Setup Reports Functions

>> User Preferences

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1. Skip Inactive Records for Family/Child/Ledger Navigation (< Prev Next >)

2. No. of transactions per page in Ledger Card Details ?

Save

- No. of transactions can be between 25 and 999.
- We have made a default value of 25 which will be ideal. However, you can change this based on your choice.

1.2. Add Ledger Item moved to a new window

- For better usability and control, “Add Ledger Item” section is moved to a window.
- As the user clicks the ‘Add Ledger Item’ button in the Family Ledger Card Details page, the following window will get displayed.

Ledger	Posting Date	Check # (Max 15 Chars)	Transaction Type	Description	Amount	Child	Comments (Max 100 Chars)
Select here... ▾	07/11/2012	<input type="text"/>	Select here... ▾	Select here... ▾	\$ <input type="text"/>	Select here... ▾	<input type="text"/>
Select here... ▾	07/11/2012	<input type="text"/>	Select here... ▾	Select here... ▾	\$ <input type="text"/>	Select here... ▾	<input type="text"/>
Select here... ▾	07/11/2012	<input type="text"/>	Select here... ▾	Select here... ▾	\$ <input type="text"/>	Select here... ▾	<input type="text"/>
Select here... ▾	07/11/2012	<input type="text"/>	Select here... ▾	Select here... ▾	\$ <input type="text"/>	Select here... ▾	<input type="text"/>

- When the input values are incorrect, appropriate error messages are provided rather than a generic message.

2. Customized Fields in Data Download

From this release the customized fields in the child and family page will be available in the Data Download.

- To enable the users to download the customized fields created by a company, a new selection option 'Family and Child Additional Fields' will be available in Data Download
- Customized fields added in the family info and child will be displayed under the this section of Data Download



3. Restricted Person Details in Family Info Sheet Report

Restricted person details of a child are available in the Family Information Sheet Report.

- In order to facilitate the user to print the restricted person details, a new section “Restricted Person” is introduced above the Immunization Section in the Family Info Sheet report
- A new option ‘Print Restricted Person details’ will be available in the filter page of Family Information Sheet Report. By default this option will not be checked
- The restricted person section will be included in the Family Info Sheet only if this option is checked

The screenshot shows the 'Family Information Sheet' filter page. It features a dark blue header with the title 'Family Information Sheet' and a '<< Back' link. Below the header, there are three dropdown menus: 'Family/Child Status' (set to 'Active'), 'Child Status' (set to 'All'), and 'Select a Primary Classroom' (set to 'All'). A checkbox labeled 'Print Restricted Person details' is present and is currently unchecked. Below this, the 'Report Type' section has two radio buttons: 'Pdf' (which is selected) and 'Html'. At the bottom of the form is a 'Submit' button.

4. Transaction Mapping at Child Level

From this release onwards OnCare provides the ability to associate the children against charges.

- The key use of this is in the Agency Posting Page where the agency charges can be posted against a child and agency payments can be made accordingly.
- The charges can now be posted at the child level. The user can select the Child Name in case if they want to post any charge to the family. The child name selection is not mandatory.
- To accommodate this enhancement, following pages are modified:
 - Family Ledger Card Details
 - Special Batch Posting → Agency Payment/Transfer/Adjustment Posting

1.3. Changes in Family Ledger Card Details

- Child column is introduced in the Add Ledger Item window.
- If a family has single child, then the name will be preselected. User can deselect the child
- It is not mandatory to select a child


The screenshot shows the 'Add Ledger Item' window with a table containing four rows of data. The columns are: Ledger, Posting Date, Check # (Max 15 Chars), Transaction Type, Description, Amount, Child, and Comments (Max 100 Chars). The 'Child' column is highlighted with a red box. Below the table are buttons for Post, Reset, and Cancel.

Ledger	Posting Date	Check # (Max 15 Chars)	Transaction Type	Description	Amount	Child	Comments (Max 100 Chars)
Select here...	07/11/2012		Select here...	Select here...	\$	Select here...	
Select here...	07/11/2012		Select here...	Select here...	\$	Select here...	
Select here...	07/11/2012		Select here...	Select here...	\$	Select here...	
Select here...	07/11/2012		Select here...	Select here...	\$	Select here...	


1.4. Changes in Special Batch Posting → Agency Payment / Transfer / Adjustment Posting

- The transactions posted at the child level will have only that child's name in the Child Name column.
- For the other transactions, names of all the children in that family will be displayed

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Sandbox Learning Center
A Demo Website



Sandbox LC Center #3

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>> Agency Payment / Transfer / Adjustment Posting

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Agency Name: New Agency

Agency Abbreviation: New Agen

Payment Posting Date:

Check Number:

Check Amount: \$

Totals:	\$ 0.00	\$ 0.00	\$ 0.00
Total for Family	\$ 0.00	\$ 0.00	\$ 0.00

Posting Date: All Payment same as amount due

Posting Date	Family Acct Key	Child First Name(s)	Comment	Charges	Applied	Due	Payment	Transfer	Adjustment	Comments
08/09/2010	Basich	Helen, TBD	Helen	\$ 5.00	\$ 0.00	\$ 5.00	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	<input type="text"/>
07/16/2010	Green	Lucy		\$ 13.50	\$ 10.00	\$ 3.50	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	<input type="text"/>
07/16/2010	Green	Lucy	Parental Fee	\$ 200.00	\$ 0.00	\$ 200.00	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	<input type="text"/>
08/04/2010	Jagger	Crack, BB		\$ 475.00	\$ 0.00	\$ 475.00	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	<input type="text"/>
12/30/2011	New Family	Mukundan		\$ 325.00	\$ 0.00	\$ 325.00	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	<input type="text"/>

5. Agency Payment/Transfer/Adjustment Posting Enhancements


The following enhancements are made in the Agency Payment/Transfer/Adjustment Posting page:

- Additional filters in “Select an Agency” page:
 - ‘Posting Date’ to select transactions within a date range is provided. If not selected, all transactions will be displayed.
 - In the same page, another filter option Sort order 1, 2 and 3 to select the sorting order in which the records have to be displayed. Sorting is available for Posting date, Family Acct Key and Child Name. You can select desired sort order.
 - By default ‘Posting Date’, ‘Family Acct Key’ and ‘Child Name’ will be the sorting order 1, 2 and 3 respectively
 - You can't have the same field in more than one Sort Order.

The screenshot shows the 'Select an Agency' page in the Oncare DEMO system. The page header includes the Oncare DEMO logo and 'Family Accounting' branding. Navigation links for Home, Feedback, Help, and Logout are visible. The main content area features a 'Select an Agency' dropdown menu, a 'Posting date' range selector (From and To), and three 'Sort Order' dropdown menus (Sort Order 1, 2, and 3) with help icons. A 'Continue' button is located at the bottom of the form.

- On the Agency Payment Posting Page, a new check box option 'Payment same as amount due' will be provided above the payment column. By selecting this, the payment column for all the transactions will be filled automatically with the amount due. However, you can override it. This will avoid typing the amount in all the rows when it is same as due.

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Family Accounting

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Agency Name: AP Child Development Program **Agency Abbreviation:** AP
Payment Posting Date: 05/13/2010 **Check Number:** 123 **Check Amount:** \$ 23.00

Totals:	\$ 0.00	\$ 0.00	\$ 0.00
Total for Family:	\$ 0.00	\$ 0.00	\$ 0.00

Posting Date: All **Payment same as amount due**

Posting Date	Family Acct Key	Child First Name(s)	Comment	Charges	Applied	Due	Payment	Transfer	Adjustment	Comments
05/13/2010	MILLER	Lee		\$ 475.00	\$ 375.00	\$ 100.00	\$ 100	\$	\$	
05/13/2010	MILLER	Lee		\$ 475.00	\$ 375.00	\$ 100.00	\$ 100	\$	\$	
02/08/2012	Raju	Mani		\$ 250.00	\$ 0.00	\$ 250.00	\$ 250	\$	\$	
02/08/2012	Raju	Mani		\$ 250.00	\$ 0.00	\$ 250.00	\$ 250	\$	\$	
05/18/2012	AcctNew	Raghu,test		\$ 200.00	\$ 0.00	\$ 200.00	\$ 200	\$	\$	

6. Defects and Enhancements

The following defects and enhancements are addressed in this release:

1. "Send Tuition Pay Direct Invitation Email" was not available for Company Admins. Now it is made available under "Functions" after selecting the center.
2. Family Accounting Automatic Billing Reminder Emails was sent when Monthly Billing was set to "NO". Now it has been fixed and email will not be sent on such scenario.
3. Earlier "Attendance ID Code for Parent" is created only when the user visits the "Authorized Person page". Now it will be created as and when the family is created. So, when the report "ID Code By Authorized Person" is generated, all of the parent ID codes will get displayed.