



ONCARE OFFICE 1.5.14

RELEASE NOTES

Contents

1. Ability to Use Both Monthly and Weekly Billing Cycle for Child Tuition....	1
2. Page Level Permissions for Family Accounting Module.....	2
3. Extend Void Configuration to Company Admin.....	3
4. Ability to Send Online Registration Invitation to Both the Parents.....	4
5. Sort Current and Closed Deposit Report in Ascending Order by Family Account Key	5
6. Supervisor Signature Added in Staff Time Sheet.....	6
7. Defects	7

1. Ability to Use Both Monthly and Weekly Billing Cycle for Child Tuition...

- Currently, you can use either monthly or weekly billing cycle.
With this new release, you will be able to use both monthly and weekly billing cycle against each tuition. (ie) A child can have both weekly and monthly billing.
- This feature will be provided based on request to support@oncareservices.com with a subject "Make Recurring Billing based on Child Tuition Level".
- **Unless requested, you will not have any impact on the existing functionality.**
- Once the feature is opted, user will be able to select billing cycle for every tuition row as shown below

Child Tuition [Add New Row](#)

Ledger Type	Billing Cycle	Transaction Type	Billing / Credit Description	Amount / Credit %	Comments	Start Date	End Date	Action
Co-Sponsor	Monthly	Tuitioncharge	After hours	200.00	Deepa Kumar			Edit Delete Add % Discount
	Monthly		Cash Discount	1.00%	Deepa			Edit Delete
Co-Sponsor	Weekly	Tuitioncharge	AM Program FT	250.00	Deepa Kumar			Edit Delete Add % Discount

Add / Edit Tuition

Ledger Type	Billing Cycle	Transaction Type	Billing Description	Amount	Comments	Start Date	End Date
Select Here...	Select Here...	Select Here...	Select Here...			MM/DD/YYYY	MM/DD/YYYY

2. Page Level Permissions for Family Accounting Module

In addition to the “Staff Mgmt and Time & Attn. Tracking modules”, now the role permissions can be set at page level for Family Accounting module too.

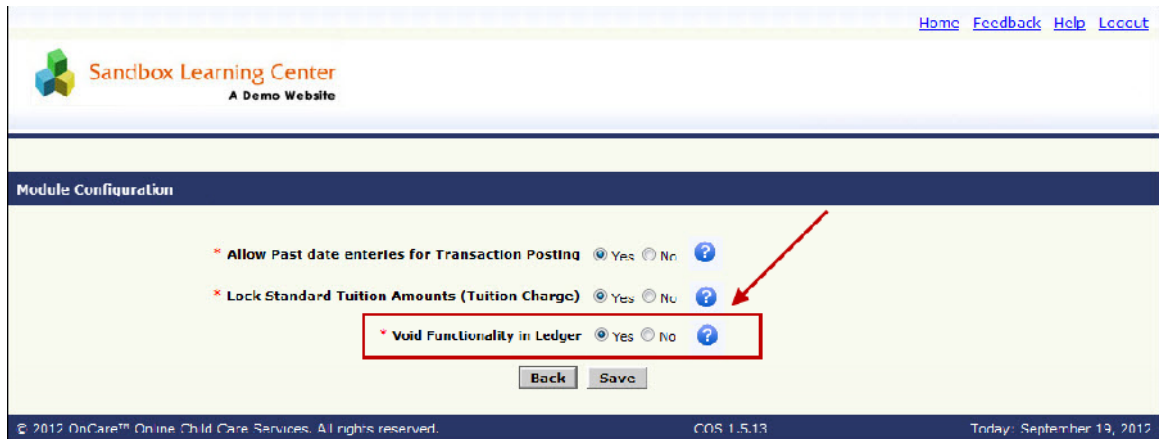
- Users can provide/restrict access to the roles at the page level for the family accounting module.
- This can be accessed from Admin Home → Role Management

The screenshot displays the 'Role Management' interface. At the top, it shows the role name 'Regional Director', role type 'Multiple Location', and status 'Active'. Below this, there are several tabs: 'Family Accounting', 'Time & Attn. Tracking', 'Center Tour Request', 'Waitlist Online', 'Staff Mgmt.', 'Batch Emails', 'Calendar', 'Forms', and 'eNews'. The 'Family Accounting' tab is selected. A red-bordered box highlights the 'Module Level Access' section, which contains a table of permissions for various functions. The permissions are set as follows:

Function	Edit	Read Only	No Access
*Administrative Functions	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
*G / L Account Setup	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
*Employers Setup	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
*View Employers	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
*Add/Edit Employer	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
*Search Across Centers	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
*Program Setup	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
*Withdrawal Reason Setup	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
*Multi-Location Reports	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>

3. Extend Void Configuration to Company Admin

- With this release, you will be able to control void configuration.
- It will be added to the Admin Home → Administrative Functions → Module configuration.
- Company Super Admins and Company Admins can do this change.



4. Ability to Send Online Registration Invitation to Both the Parents

The admin/director can now send parent online invitations to the Co-Sponsor also.

- The 'Select Families' page will now display both the sponsor and co-sponsor records.
- Co-Sponsor can also register online and manage the family and child details
- This can be accessed from Home → Family Accounting → Functions → Send Parent Online Registration Invitation Email.

>> Select Families

[<< Back](#) [New Family](#)

Select existing families to invite them for online registration

Select Families All

Early Learners Room Oyster Bumblebees Giraffe
 Baby Bugs Room Whale Ladybugs Tigers
 Caterpillar Farm Animals Monkeys Lions
 Clubhouse

No.	Sel. <input type="checkbox"/>	Family Acct Key	First Name	Last Name	Parent Type	Child(ren)	Email
1	<input type="checkbox"/>	bliz	donna	blizzard	Sponsor	Jenna, David, Mary	viji@yahoo.com
2	<input type="checkbox"/>	bliz	jeff	blizzard	Cosponsor	Jenna, David, Mary	cmkartik@gmail.com
3	<input type="checkbox"/>	Bryan	Bryan	Marie	Sponsor	David, Andrew	cmkartik@yahoo.com
4	<input type="checkbox"/>	Carpenter	Chad	Carpenter	Cosponsor	Ryland, NAyla	cmkartik@gmail.com
5	<input type="checkbox"/>	Carpenter	Heather	Carpetner	Sponsor	Ryland, NAyla	cmkartik@yahoo.com
6	<input type="checkbox"/>	Coombes	Mervyn	Bryan	Cosponsor	David, Sophie	cmkartik@gmail.com
7	<input type="checkbox"/>	Coombes	Marie	Coombes	Sponsor	David, Sophie	cmkartik@yahoo.com
8	<input type="checkbox"/>	Cosentino	Jason	Cosentino	Cosponsor	Crystal, Aiden	cmkartik@gmail.com

5. Sort Current and Closed Deposit Report in Ascending Order by Family Account Key

Now the Deposit report, both current and closed can be sorted in ascending order by Family Account Key.

This can be accessed from Home → Family Accounting → Reports → Deposit Report.

Current Deposit Report

Company Name : Sandbox Learning Centers (Multi-Site)							
Center Name : Sandbox LC Center #3							
Current Deposit Report							
Report Number : 31							
Reporting Period : Up to Current Date (03/06/2013)							
Check							
Family Acct Key	Ledger	Parent Name	Child FN	Post Date	Check #	Comments	Amount
Prema	Co-Sponsor	Ramesh, Raju	Piya	12/30/2012			\$ 200.00
smit	Sponsor	Penny , Smith		06/16/2011			\$ 1,000.00
smit	Sponsor	Penny , Smith		06/16/2011			\$ 1,000.00
Total							\$ 2,200.00

Closed Deposit Report

Closed Deposit Report							
Report Closed Date : 8/17/2012				Report Number : 29			
Payment - Check							
Family Acct Key	Ledger	Parent Name	Child FN	Post Date	Check #	Comments	Amount
AcctNew	AP Child Development Program		Raghu, test	8/13/2012	123		\$ 200.00
MILLER	AP Child Development Program		Lee	8/13/2012	123		\$ 100.00
MILLER	AP Child Development Program		Lee	8/13/2012	123		\$ 100.00
Raju	AP Child Development Program		Mani	8/13/2012	123		\$ 250.00
Raju	AP Child Development Program		Mani	8/13/2012	123		\$ 250.00
Total							\$ 900.00
Grand Total							\$ 900.00

6. Supervisor Signature Added in Staff Time Sheet

New options 'Supervisor Name' and 'Date' can be included in the Staff Time Sheet in order to have the supervisor signature in the staff time sheet.

This field is optional. When provided, this will be included in the Staff Time Sheet. Otherwise, you will get the existing Staff Time Sheet as such.

This option will be added below the staff name in the staff time sheet.

Time Sheet										
Staff Name : Ragavendar, Ravi			Period : Custom Date			Date From : 01/01/2013		To : 03/10/2013		
Date	Day	Time In	Time Out	Hrs	Total / Day	Std Hrs	Var	Payroll hrs		Notes
								Reg.	OT	
1/3/2013	Thu	8:00 am	8:45 am	0.75	7.00	8.00	-1.00	8.00		
1/3/2013	Thu	9:00 am	12:30 pm	3.50						
1/3/2013	Thu	1:00 pm	3:45 pm	2.75						
1/4/2013	Fri	1:00 pm	5:00 pm	4.00	4.00	8.00	-4.00	4.00		
1/8/2013	Tue	1:06 pm				8.00				
2/11/2013	Mon	10:00 am	11:00 am	1.00						
2/11/2013	Mon	11:10 am	1:00 pm	1.83						
2/11/2013	Mon	2:00 pm	5:30 pm	3.50						
2/11/2013	Mon	5:35 pm	6:30 pm	0.92	7.25	8.00	-0.75	8.00		
Total Hrs					18.25	32.00	-5.75	20.00		
I hereby declare that I have reviewed the time listed on this Time Sheet and they are correct.										
_____ Ragavendar, Ravi						_____ 3/5/2013				
_____ <Supervisor Name >						_____ 3/5/2013				
Year-To-Date PTO Balance:										
Bereavement						12.00				
Jury Duty						-4.00				
PTO						0				
Training						0				
Vacation						8.00				
Weather						0				
Total						16.00				

7. Defects

Following is the list of defects fixed in this release:

- Aging reports should not include voided transactions of future period: Now the aging report will exclude the voided transactions if they are voided in a future date from the report generated date
- Aging Report - Report date is wrong while printing the report with agency ledger type: Now the Report generated date will be the same in report and also the report print page
- Data Download - Additional fields - '0' displayed when no selection is made for that particular field
- Send Parent Invitation Email - The message type is not being saved when the page is visited next time.
- Validate the time in and time out entries of the staff schedule: Validated now.