

Easing the Burden of Managing Child Health Records **An ECELS-Healthy Child Care PA Self-Learning Module**

(K7C3-Topic Code 78 or K8C3-Topic Code 94 - 2 hours of training credit) This one-time opportunity for state-authorized credit for Professional Development is for Directors and Administrative Staff who are working with WellCareTracker™ as subscribers to the WellCareTracker™ Internet application software available from ECELS. The professional development activity involves working with user-friendly computer technology in your program to identify and track needs children have for required preventive health services, as well as to produce the data needed to provide annual documentation of immunizations required by PA Department of Health (DOH) and the PA Department of Public Welfare (DPW).

Dear Pennsylvania Early Education and Child Care Provider:

When you complete this Self-Learning Module, you will have learned how to effectively and efficiently manage child health records by computer. You can use the reports from WellCareTracker™ to increase the number of children who are up-to-date, and who remain up-to-date for preventive care services (health screenings and immunizations) throughout the time they are enrolled in your program. To use this module, you must subscribe to and use WellCareTracker™. You can use any computer with an Internet connection to enter the data from the child health records into your database on the secure, privacy-protected server. For information on how to become a subscriber, go to www.wellcaretracker.org.

For two hours of Pennsylvania DPW approved, credit for Professional Development you must:

- a. Be a subscriber to WellCareTracker™ with a userID and password.
- b. Enter at least 50% of the number of children covered by your subscription to WellCareTracker™. (ECELS staff can check the number of children you have entered. You do not need to provide any documentation of this work to ECELS for professional development credit.)
- c. Request a registration form from ECELS-Healthy Child Care PA by email (ecels@paaap.org) or by using the contact information below.
- d. Complete the on-line WellCareTracker™ User Evaluation Survey and then print out the Thank You page at the end of the Survey.
- e. Send to ECELS:
 1. The Thank You page as evidence you have completed the survey. (Your survey responses are submitted anonymously.)
 2. A completed registration form for ECELS validation. When validated, a copy will be returned to you for your records and a copy sent to the PA Key Professional Development system to record your credit.

Send the two required items to ECELS-HCCA:

By fax to 484-446-3255

By e-mail to ecels@paaap.org

By surface mail to

ECELS-Healthy Child Care PA
PA AAP
1400 North Providence Road
Rose Tree Corporate Center II, Suite 3007
Media, PA 19063