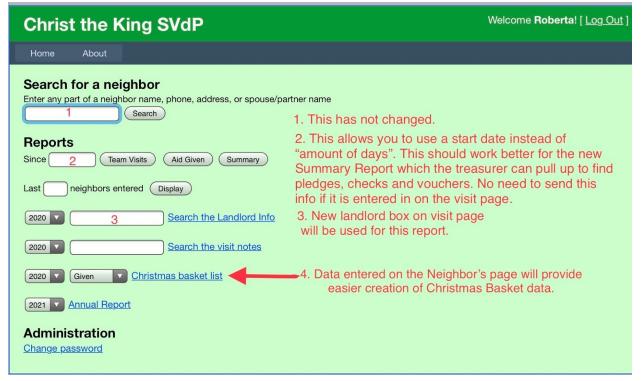
Front page of the database works the same. We have noted the changes below which mostly improve reports for various needs. For item 2 you do not need to enter the year as it defaults to the current year.



The page below has "extra" boxes to enter specific information. Follow the steps below.

 Home About Add, edit, or delete neighbor data ClientID: 1276 Last:	Christ the King SVdP	Welcome Roberta ! [<u>Log Out</u>]
ClientID: 1276 Last: Varbrough First: Kevin Spouse/Partner: Tonya Commet Phone: 509-551-7952 or Address: T764 Jadwin Apt#/Lot#: A City: Richiand ZIP: 9334 Adults(M): 1 Adults(F): 1 Children(M): 2 Children(F): 1 Boy ages: 11.6 Girl ages: 4 Neighbor history: 3/19/2020: New address, children ages updated and switched Kevin and Tonya's roles as client and spouse. The only family phone is Kevin's #. 9/17/2018: Two client accounts merged. Phone number above is for Kevin. He is the father of the three children. He and Tonya are living together now at the updated address. He is the second instructor for the church program at Westview Gardens Apartments. 2014 Visit: Client's boyfriend/father (Kevin Yarbrough) of her children had fallen off a roof during a roofing job and was on disability. They were behind on utilities and needed a bus	Home About	
Update Cancel	ClientID: 1276 Last: Yarbrough First: Kevin Spouse/Partner: Torya Commet Phone: 509-551-7952 or Address: 1764 Jadwin Apt#/Lot#: A City: Richland ZIP: 99354 Adults(M): 1 Adults(F): 1 Children(M): 2 Children(F): 1 Boy ages: 11.6 Girl ages: 4 Neighbor history: 3/19/2020: New address, children ages updated and switched Kevin and Tonya's roles as client and spouse. The only family phone is Kevin's #. 9/17/2018: Two client accounts merged. Phone number above is for Kevin. He is the father of the three children. He and Tonya are living together now at the updated address. He is the second instructor for the church program at Westview Gardens Apartments. 2014 Visit: Client's boyfriend/father (Kevin Yarbrough) of her children had fallen off a roof during a roofing job and was on disability. They were behind on utilities and needed a bus pass and help with food.	 phone number please add it here. 2. Please use this box for Apartment, Lot or Space. 3. Please include zip codes here. 4. Please add the information "Female & Male" for Adults and Children. As you visit with long time neighbors please enter any information that might be missing from these boxes. Thank you! This will help tremendously

Visit page has added special boxes for the common data we have entered into the "Notes for this visit" box. The best part is that the "Date and By" do NOT need to be entered a second time as long as you use the INSERT button. You do not need to type the year as it defaults to the current year.

Christ the King SVdP Welcome Roberta ! [Log Out]		
Home About		
Add visit with Kevin Yarbrough 1. Type in the date of visit — mm/dd/yyyy. Date: MMDD/YYYY By: MEMBERS ClientID: 1276 Phone O Home O Prison O Hospital O Elder Care O other 1. Type in the date of visit — mm/dd/yyyy. Notes for this visit: 1. Type in the date of visit — mm/dd/yyyy. No need to perform an update. See red boxes below.		
4. With the new fields below you no longer need to record: utility account numbers, checks, or vouchers in this visit note.		
Private Landlord Info:		
5. Please enter name, mailing address and phone number here.		
Insert Cancel Cash obligations 6. L. to R.: Enter amount of pledge, email or name of city contact, account number and account owner. Pledge: City Contact: Acct. No.:		
Gas Voucher: Gas Voucher No.: To: 7. Vouchers: Enter dollar amount, voucher #, and name of business. Food Voucher: Food Voucher No.: To: 7. Vouchers: Enter dollar amount, voucher #, and name of business. BFT Voucher: BFT Voucher No.: To: 8. Checks: Enter dollar amount, Check # and name of business/landlord, etc Check2 \$: Check2 No: To: 8. Checks: Enter dollar amount, Check # and name of business/landlord, etc		
Check3 \$: Check3 No: To: (For BREA enter "BREA and Acct. #")		
Non-cash goods (estimate the value in \$) Food: Furniture: Clothing: HOPE Bag: Nonc Food: Christmas Gift Card: Christmas Basket: Other: Other:		
Professional services (estimate the value in \$) These are the cards Yvonne provides from the extras left after Legal: Medical: Christmas Baskets are delivered. Dental: Other: Place the dollar amount of the gift card here. You can record which store it was for in the Visit note. You can record which store it was for in the Visit note.		
Other services and miles traveled (count of each) Jobs obtained: Referrals: Travel aid: Spiritual aid: Other service: Miles:		
Insert Cancel NEW - These Insert and Cancel buttons are at the top of page and here.		

New Resources Tab can be found here:

11:23 AM Sat Apr 4	€ svdpck.org Note the Secure Site
Christ the King SVdP	Welcome Roberta ! [Log Out]
Home About Resources	
Christ the King SVdP - Resources	
Visit Prayers	This button appears on the header of all pages once
Important Numbers	you login.We can add additional resources as needed. Please give us your suggestions. We will do our best to keep this updated.
Neighbor Info Form Updated 4, 2020	
Tri-Cities SVdP Conferences	
Ben Franklin Transit Fares	
Used Furniture Prices	
Benton County Veteran's Assistance Fund	
St. Vincent Store	
Diaper Bank Info for Individuals	
Food Banks in Richland Food Bank Agent Permission Form	
Tri-Cities Union Gospel Mission Services	
TCUGM Rescue Cards Final	
TCUGM Rescue Cards - Backside	
TCUGM and COVID-19	
UGM Employers List - OK w Criminal Backgrounds	