

KinderTrack – Intake Messages

You may receive communications from the Family coming from ParentCentral. These messages will be displayed on the **Intake > Application** page.

Notes:

- These messages will also include application updates dependent on what is captured in ParentCentral.
- The Board worker can also message the parent after 90 days to ask if they wish to stay on the Waitlist application. The worker will be able to see the parent's response.

A Press **Search** under **Intake**.

B Enter the appropriate search criteria in the available fields—press **Search**.

C Click on **Detail** to review all the details of the desired application. The system will redirect you to the **Intake > Application** page.

	Detail	Rank	Source	Status
☐	Detail	1	BridgeCare	Waitlist
☐	Detail	2	BridgeCare	Waitlist
☐	Detail	3	BridgeCare	Waitlist
☐	Detail	4	BridgeCare	Waitlist
☐	Detail	5	BridgeCare	Waitlist
☐	Detail	6	BridgeCare	Waitlist
☐	Detail	7	BridgeCare	Waitlist
☐	Detail	8	BridgeCare	Waitlist
☐	Detail	9	BridgeCare	Waitlist
☐	Detail	10	BridgeCare	Waitlist

This page will contain messages with updates regarding the eligibility status, such as whether the child is eligible or ineligible or whether the application is about to expire. The messages will be displayed from newest to oldest, including the Date, Sender, and Message.

For more information, visit <http://tx3c.info>, email us at supportTX@kindersystems.com or call us at 1-888-265-6461.

Messages:			
Options			
S	Date	Sender	Message
☐	06/07/2024	System	Your application has been received and has been placed on the application waitlist.
☐	06/06/2024	System	Your application has been received and has been placed on the application waitlist.
☐	06/06/2024	System	Your application has been received and has been placed on the full application waitlist.
☐	05/24/2024	System	Your application has been received and has been placed on the full application waitlist.
☐	05/24/2024	System	You have been invited to fill out a full application for care, please check your email for the invit...

D To review the full message, select the desired message's radio button. The selected message will be highlighted in yellow and displayed in the **Message Body** section.

Messages:			
Options			
S	Date	Sender	Message
☒	06/07/2024	System	Your application has been received and has been placed on the application waitlist.
☐	06/06/2024	System	Your application has been received and has been placed on the application waitlist.
☐	06/06/2024	System	Your application has been received and has been placed on the full application waitlist.
☐	05/24/2024	System	Your application has been received and has been placed on the full application waitlist.
☐	05/24/2024	System	You have been invited to fill out a full application for care, please check your email for the invit...

E To send a message, press **New Message** to send a message to the application family. Type the message in the Message Body. If you wish to clear the subject, press **Cancel**. This will clear the message field, and the screen will return to the View state.

F After finalizing the message, press **Send**. The system will display a message stating that your message was sent successfully.