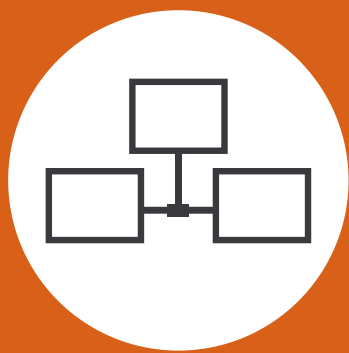# COMET®

DATA QUALITY MATTERS

Every Child Has A Story...COMET Has The Details.

BAD IN = BAD OUT

Identifying key data fields to collect, having consistent processes to promote data integrity, consistent verification practices and compliance are all crucial to building a meaningful and useful database.

DON'T CHEAT

Take time to customize your database and put your information where it belongs. As the saying goes *a place for everything and everything in its place.*

DON'T WAIT

When data isn't in the system, it can't be reported on so letting data sit on paper or in spreadsheets means there's valuable information you aren't including in your reports.

DUPLICATION HAPPENS

A good data system gives you functions to identify potential duplicate records and merge them. Use them and use them regularly.