COMET®

COMET Operations
Optional Functionality

USING DATA TO IMPROVE OUTCOMES FOR CHILDREN

EVERY CHILD HAS A STORY...COMET HAS THE DETAILS

COMET Operations

Tools for day-to-day operation of organizations. As the COMET System evolved, the imperative to support "dosage" and attendance resulted in a rich set of capabilities to operate a child-focused organization, including tracking and reporting on membership, programs, classes and activities, and their associated outcomes. INCLUDES: COMET Outcomes & Attendance

Optional Functionality

Service Management

Service and case management features are designed to track services provided on an individual basis such as mentoring, tutoring or family support services (translation, legal support, food, etc.). First, users configure the services that will be recorded and which information is relevant for each service type. Then, services are recorded according to their specific configuration. Service records can be closed immediately (service rendered), left open (service in progress) or referred. Extensive reporting allows for measuring counts, dosage and costs.

One-on-one needs: Students or members with special needs sometimes receive support and services from child professionals and staff on a one-on-one basis. This module helps administrative personnel to track the activity around these specialized services, specifically the amount of service delivered for evaluation, billing and payroll purposes.

COMET Instruments

COMET Instruments gives users access to a library of questionnaires, surveys, and assessments for child professionals, and allows users to create, edit, and publish custom instruments and assessments as needed. This product also has a mobile version that enables users to add children to the system in the field. It is currently available in the Apple App Store and Google Play Store.

Member Management

Membership offerings can be simple, with manual entry of membership dates, or automatic, managed by offerings. Example offerings are annual memberships, summer programs and specific classes. You can set up programs, activities and classes, as well as associated discounts for specific account types. Offerings can also be for miscellaneous charges and merchandise.

Anything that has a fee associated to it can be tracked within COMET including: memberships, summer camps, special events, merchandise, and replacing lost ID cards. You can define the amount, split billings for subsidized charges, apply discounts, record payments received as cash, checks or charge, create family accounts, track transactions within pre-defined General Ledger Accounts, show account history, print receipts and create bank deposit statements. All this information is automatically tied to the participant's record without any merge/reconciliation process.

Track basic data related to:
- View account balances
- Print receipts
- View statements and audit trails

Staff/Volunteer Management

With COMET you can track time spent for volunteers and hourly paid staff. In addition, a "time-sheet" module allows staff to record their hours by day and activity on a weekly basis. Use this module to track staff and volunteer hours to facilitate payroll processing and volunteer tracking. A COMET template is available to create barcode IDs in two different formats (wearable badge and keychain tag). Included can be the person's name, organization logo, site location, their individual barcode and picture. No special printer is required and additional customization of the ID card template is possible through COMET.

Consent Management

Does your organization need to manage parental consents for specific activities, actions or gathering information? (sports, accessing the Internet, emergencies, allowing the child to walk out of the facility, accessing school records, etc.) With COMET, users can configure the information managed with each type of consent (valid until date, signed by, witness, scanned paper copies). These consents can be recorded for each child and our reports allow users to identify which consents are still valid, reprint the scanned documents and more. Customize the consents you need to track and use advanced features to monitor expirations and ensure full compliance with parental requests.

Immunization Management

An important additional capability was developed to manage immunization information. The immunization module allows an organization to define the types of immunizations they wish to track, and then enter and track the details of these immunizations, including support for reporting, alerts, and reminders.

Communication Management

Have COMET serve as your organization's communications hub for emergencies, alerts, announcements, and updates. Supported technologies include email, text, phone, and even fax. The communications module can also support your accident/incident communication needs