

History of Assessments, Referrals, and Training System

www.hartssystem.ca

Introducing...



THE INTEGRATED SOLUTION | hartssystem.ca

History of Assessments, Referrals and Training



an integrated solution

“Real-Time Updates” “Real-Time Reports”

ARS/HARTs History

The **Automated Reservation System** was developed to provide users with an efficient method of client inventory, referral, and statistical information. The system was implemented in the Peel region in spring, 1993, after an extensive study of the needs of the immigrant community and various stakeholders.

Over the years the system has undergone a number of enhancements to keep pace with the changing technologies and meet the needs of stakeholders. The new version of the ARS has resulted from extensive consultation with stakeholders and recommendations from the current users of the system. Special consideration has been given to client privacy and the confidential nature of information collected to ensure that all aspects of its operation conform to established privacy principles and the Federal Privacy Act.

In 2008 the system was renamed to **History of Assessments, Referrals and Training System** "HARTs" to better depict the management features of the updated web based version.

The screenshots show various parts of the HARTs system:

- Update Attendance Register:** A form for updating attendance with fields for City, Organization, and Course Code. It displays a **Course Summary** for 'L-ALGLB11002' with details like Course Date (01-Apr-2011 to 30-Mar-2012), Contracted Seats (18), and a **Monthly Attendance Rate** of 72.9%.
- Organization Information:** A form for managing organization details, including Address, ACC, and various checkboxes.
- Client Information Search:** A search interface with filters for First Name, Date of Birth, and Document Type. Below is a table of client records.

Reference #	First Name	Last Name	Date of Birth	Gender	Phone	Document #	Refer To
ASAGAA02024	SAA	SAA	01-Jan-1970	M	(110)111-1111	A123456789	
ASAGAA02025	SAA	SAA	01-Jan-1970	M	(110)111-1111	123456789	
ASAGAA02026	SAA	SAA	01-Jan-1970	M	(110)111-1111	123456789	
ASAGAA02027	SAA	SAA	01-Jan-1970	F	(110)111-1111	123456789	
ASAGAA02028	SAA	SAA	01-Jan-1970	F	(110)111-1111	A123456789	
ASAGAA02029	SAA	SAA	01-Jan-1970	F	(110)111-1111	123456789	

What is HARTs?

The **History for Assessments, Referrals and Training system (HARTs)** is a real-time information management system, with its primary features being real-time collection, storage and retrieval of data records, and the generation of statistical reports. The system was developed to provide organizations and stakeholders with an efficient method of client inventory, referral, and statistical information.



What does HARTs do?

- ⇒ **Program Information** - controls contractual information, hours of operation, location details
- ⇒ **Unique Client File**—allows organizations to manage client data by creating a **unique reference number** that tracks client progression throughout your programs
- ⇒ **Appointment Schedule** - convenient feature that allows users to book language assessment appointments anywhere in Ontario
- ⇒ **Daily Attendance screen** - fast and easy management of client attendance for every program per class
- ⇒ **Waitlist** - identify gaps of service by selecting reasons why clients are waiting for your programs and creating reports
- ⇒ **Client History** - track client progression throughout your programs
- ⇒ **Dynamic Reports**— create ad-hoc reports any where, anytime



What are the features and benefits of HARTs?

- ⇒ **User friendly**— basic Internet environment
- ⇒ **Client friendly** — fast and easy to use web based application
- ⇒ **Consistency** — Ontario wide reporting capabilities
- ⇒ **Adaptability** — enhanced to meet program needs in a real-time format
- ⇒ **Flexibility**— customized to meet program needs in a real-time format
- ⇒ **Confidentially** — roles and responsibilities outline access
- ⇒ **System security** — user groups and individual password access
- ⇒ **Accountability** — information is updated as required by authorized users
- ⇒ **Analysis** — of current and/or historical information
- ⇒ **Prediction** — of demographic trends for planning and marketing
- ⇒ **Accountability** — monitors attendance and fill rates and tracks client needs
- ⇒ **Speed and accuracy** — files maintained on centralized database/reduced hardcopy
- ⇒ **Centralized database** — immediate data updating, by internet connectivity
- ⇒ **Offsite capabilities** — users can immediately record results to refer client

Regions of Ontario where HARTs is used

1. Barrie
2. Brantford
3. Cornwall
4. Durham
5. Guelph
6. Halton
7. Hamilton
8. Kingston
9. Kitchener
10. London
11. Niagara
12. Ottawa
13. Peel
14. Peterborough
15. Sarnia
16. Sudbury
17. Thunder Bay
18. Toronto
19. Windsor
20. York

Where is HARTs used?



How does HARTs work?

- ⇒ Connection to the Internet
- ⇒ Connected to a centralized database
- ⇒ Real-time updates—Real-time reports

Privacy & Security

- ⇒ Encrypted data with **Strict adherence to the Privacy Act**
- ⇒ Rigorous password policy
- ⇒ Levels of permission to database
- ⇒ Firewalls

Contact Information

HARTs Head Office Address:

Centre for Education & Training
50 Burnhamthorpe Road West, Suite 410
Mississauga, Ontario
L5B 3C2

Visit our website: www.hartssystem.ca

Email us anytime: helpdesk@tcet.com

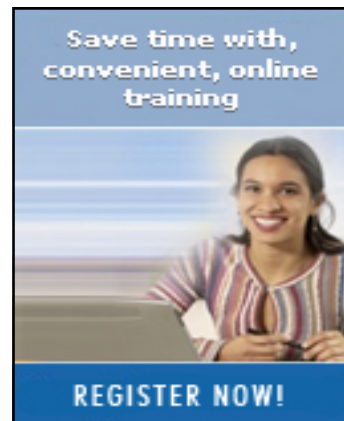
Phone us @ 905-279-0024 ext.#1247

Call toll-free: 1-866-277-5462 ext.#1247



Online HARTs Tutorial

<http://www.tcet.com/harts/online-training/>



ORGANIZATION INFORMATION FORM

Welcome to HARTs. The information below is needed to assist with the implementation process. A separate form may be completed for each program.

Please select a PROGRAM: LINC ELT OSLT ESL Other please specify: _____

Full Organization Name:	Web Site Address:	Contract #:
-------------------------	-------------------	-------------

SITE INFORMATION

Site Name:		Site Address:	
Suite #/Room#:	City:	Postal Code:	
1.Contact Person:	Phone/Ext #:	Fax#:	E-mail:
2.Contact Person:	Phone/Ext #:	Fax#:	E-mail:

SITE INFORMATION

Site Name:		Site Address:	
Suite #/Room#:	City:	Postal Code:	
1.Contact Person:	Phone/Ext #:	Fax#:	E-mail:
2.Contact Person:	Phone/Ext #:	Fax#:	E-mail:

SITE INFORMATION

Site Name:		Site Address:	
Suite #/Room#:	City:	Postal Code:	
1.Contact Person:	Phone/Ext #:	Fax#:	E-mail:
2.Contact Person:	Phone/Ext #:	Fax#:	E-mail:



THE INTEGRATED SOLUTION | hartsystem.ca

History of Assessments, Referrals and Training System

The information requested in the following questionnaire is required for the implementation process. A separate form should be completed for each location (site) where you provide LINC, ELT, OSLT OR Bridging classes. We have provided you with two examples.

Course Information								
Site Address:								
Type of program or occupation sector	Eligibility for the program (LINC or CLB level)	Start date of course (dd-mmm-yyyy)	End date of course (dd-mmm-yyyy)	# of Contracted seats	# of Overrun seats	Childminding available for program	Class days (e.g. M, F or M-F) Class time with breaks	Total # of Hours for the program
Health Care Sector	At least one benchmark must be 7	30-Jun-2011	01-Aug-2011	20	5	YES	M-F: 9am-2:00pm with 30 minutes for lunch	112.5
Child Care Sector	At least one benchmark must be 7	30-Jun-2011	01-Aug-2011	15	3	NO	M&W&F: 9:00am -12:00pm and Tu&Th: 9:00am - 12:30pm	50



Citizenship and Immigration Canada

Citoyenneté et Immigration Canada



THE INTEGRATED SOLUTION | hartsystem.ca

History of Assessments, Referrals and Training System

Please fill in the following form regarding childminding at your site. Please note the Age categories below from CMAS.

CATEGORY	DESCRIPTION
INFANTS	Children younger than 19 months
TODDLERS	19 months and over, up to and including 30 months
PRE-SCHOOLERS	Over 5 years old and less than 7 years old

Childminding Information

Site Address:									
Number of ECEs:		Number of other Staff:			Age Range of Children				
Childminding Time	Infants	Blocked	Toddlers	Blocked	Preschoolers	Blocked	School-Aged	Blocked	Total
<i>EXAMPLE:</i>	<i>0</i>	<i>YES</i>	<i>5</i>	<i>NO</i>	<i>10</i>	<i>NO</i>	<i>5</i>	<i>YES</i>	<i>20</i>
WEEKDAY	MORNING								
	AFTERNOON								
	EVENING								
WEEKEND	MORNING								
	AFTERNOON								
	EVENING								

If you need any clarification you can contact the ARS/HARTs Helpdesk, at 1-866-277-5462 or 905-279-0024 extension #1247. Fax #: 905-949-6636

