



Import your Child Profile and Caregiver Data from ChildPlus into ASQ Online

ChildPlus is the most widely used Head Start program management software with over 1,500 Head Start and Early Head Start agencies use ChildPlus. ChildPlus helps achieve compliance, boost productivity, and improve agency performance. The import with ASQ will help reduce duplicate data entry.

The following Child Demographic information is included in the export from ChildPlus:

Alt ID	Gender	State/Province
Last Name	Ethnicity	Zip/Postal Code
Middle Name	Address1	Country
First Name	Address2	Phone
Status (Active or Archived)	Address3	Primary Home Language
DOB	City	Medical Risk Factors
Weeks Premature	County/District	Environmental Risk Factors
		Medical Conditions

The following Caregiver Demographic information is included in the export from ChildPlus:

Caregiver Prefix	Caregiver First Name	Caregiver Middle Name
Caregiver Last Name	Relationship to Child	Caregiver Phone
Caregiver Alternate Phone	Caregiver Email	Caregiver Primary Home Language
Secondary Home Language	Primary Caregiver	Caregiver Address1
Caregiver Address2	Caregiver Address3	Caregiver City
Caregiver County/District	Caregiver State/Province	Caregiver Zip/Postal Code
		Caregiver County



To get started:

1. Make sure you have set up your programs in ASQ Online and have the Program Administrator Role. If you are a new ASQ Online user and need assistance with setting up your account, please contact our ASQ Online Implementation Team at implementation@brookespublishing.com.
2. Export the Data File from ChildPlus. ChildPlus has a user guide that includes all the steps necessary to export your data.
3. Login to ASQ Online and import the data from ChildPlus into your account.

Note: If you plan to create custom fields in ASQ Online and use the ChildPlus export, please contact the ASQ Online Implementation Team at implementation@brookespublishing.com. We will coordinate with you to make sure your ChildPlus export works correctly.

Any Questions?

ChildPlus

support@childplus.com

ASQ Online

implementation@brookespublishing.com