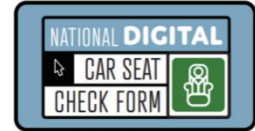




## National Digital Car Seat Check Form Quick Reference Guide: Use Methods



The National Digital Car Seat Check Form (NDCF) is an electronic car seat check form and data collection platform. This free resource is offered for use to all currently certified Child Passenger Safety Technicians (CPSTs). Once a CPST creates a free user account on [carseatcheckform.org](http://carseatcheckform.org) (allowing 3-5 days for processing), the NDCF can be used as follows:

### Web-based platform on a computer, tablet or smartphone

- Internet access at all times is needed for this option.
- Data is entered into the web-based platform on an electronic device in real-time.
- Agencies can customize the liability statement. Email [info@carseatcheckform.org](mailto:info@carseatcheckform.org) for assistance.
- Personally identifiable information is not captured. Each family is assigned a unique ID number. CPSTs have the option to ask families to sign in on a paper form and record the corresponding ID number for that family to maintain with local records.

### Mobile app on a tablet or smartphone

- The free mobile app is available from iTunes, Google Play and Amazon. Internet access is needed to download and setup the app on the electronic device. (Note: In order to use the mobile app, a new user account must be created on the web-based platform first.)
- Use of the mobile app allows CPSTs to conduct a car seat check WITHOUT access to the internet while using an electronic device.
- Data collected is stored on the app until internet access is available.
- Once the electronic device is connected to the internet, the collected data can be uploaded to the CPST's NDCF user account.
- Agencies can customize the liability statement. Email [info@carseatcheckform.org](mailto:info@carseatcheckform.org) for assistance.
- Personally identifiable information is not captured. Each family is assigned a unique ID number. CPSTs have the option to ask families to sign in on a paper form and record the corresponding ID number for that family to maintain with local records.

### Paper version

- The most current paper version of the NDCF is available at [cpsboard.org/NDCF](http://cpsboard.org/NDCF).
- Agencies have the option of customizing the paper version of the NDCF with their own liability statement and logo. Email [info@carseatcheckform.org](mailto:info@carseatcheckform.org) for assistance.
- Agencies are able to collect personally identifiable information on the paper version.
- Data collected on the paper version of the NDCF must be manually entered at a later point in time either through the web-based platform or mobile app.

### Resources

- National Child Passenger Safety Board website: [cpsboard.org/NDCF](http://cpsboard.org/NDCF)
- National Digital Car Seat Check Form website: [carseatcheckform.org](http://carseatcheckform.org)