



## National Digital Car Seat Check Form Virtual Car Seat Check Sign Off

The National Digital Car Seat Check Form (NDCF) is a useful tool to provide virtual seat checks when an in-person seat check is not possible. With proper planning the NDCF can streamline data collection while performing and documenting a virtual seat check. There is great benefit to providing caregivers with education, resources and assistance with their car seats through a teleconference platform. As part of our continued service to technicians, the NDCF program team is taking a proactive approach to support technicians in order to maintain certification by offering virtual car seat check sign offs to technicians who are using the NDCF. A certified instructor on the NDCF training team will directly observe the car seat check to ensure that communication is accurate and consistent with the information and methodologies detailed in the standardized national CPST certification curriculum.

### The following steps will ensure a successful virtual car seat check sign off:

- Contact the NDCF team at [training@carseatcheckform.org](mailto:training@carseatcheckform.org) to request a virtual car seat check sign off.
- Follow all steps outlined in the [NDCF Guidance Document to support Virtual Car Seat Checks](https://cpsboard.org/NDCF) found at [cpsboard.org/NDCF](https://cpsboard.org/NDCF).
- Review the [NDCF Quick Reference Guide: Use Methods](https://cpsboard.org/NDCF) found at [cpsboard.org/NDCF](https://cpsboard.org/NDCF) to determine the best way to access and use the NDCF.
- Schedule a virtual seat check through a teleconference platform that will work for the car seat check (For example only, such as Zoom, Google Duo, FaceTime, Skype, etc.).
  - Send meeting link to the NDCF training team at [training@carseatcheckform.org](mailto:training@carseatcheckform.org).
- Upon successful completion of the car seat check and instructor verification of technical and communication skills of the technician:
  - Email a PDF copy of the final inspection to [training@carseatcheckform.org](mailto:training@carseatcheckform.org) for proof of inspection.
  - Enter seat check into online profile for recertification at <https://cert.safekids.org/>.

### Resources

- National Digital Car Seat Check Form: [carseatcheckform.org](https://carseatcheckform.org)
- National Child Passenger Safety Board: [cpsboard.org/NDCF](https://cpsboard.org/NDCF)
- Safe Ride News Tools: [saferidenews.com/resources/tools-for-cpsts](https://saferidenews.com/resources/tools-for-cpsts)
- Questions? [training@CarSeatCheckForm.org](mailto:training@CarSeatCheckForm.org)