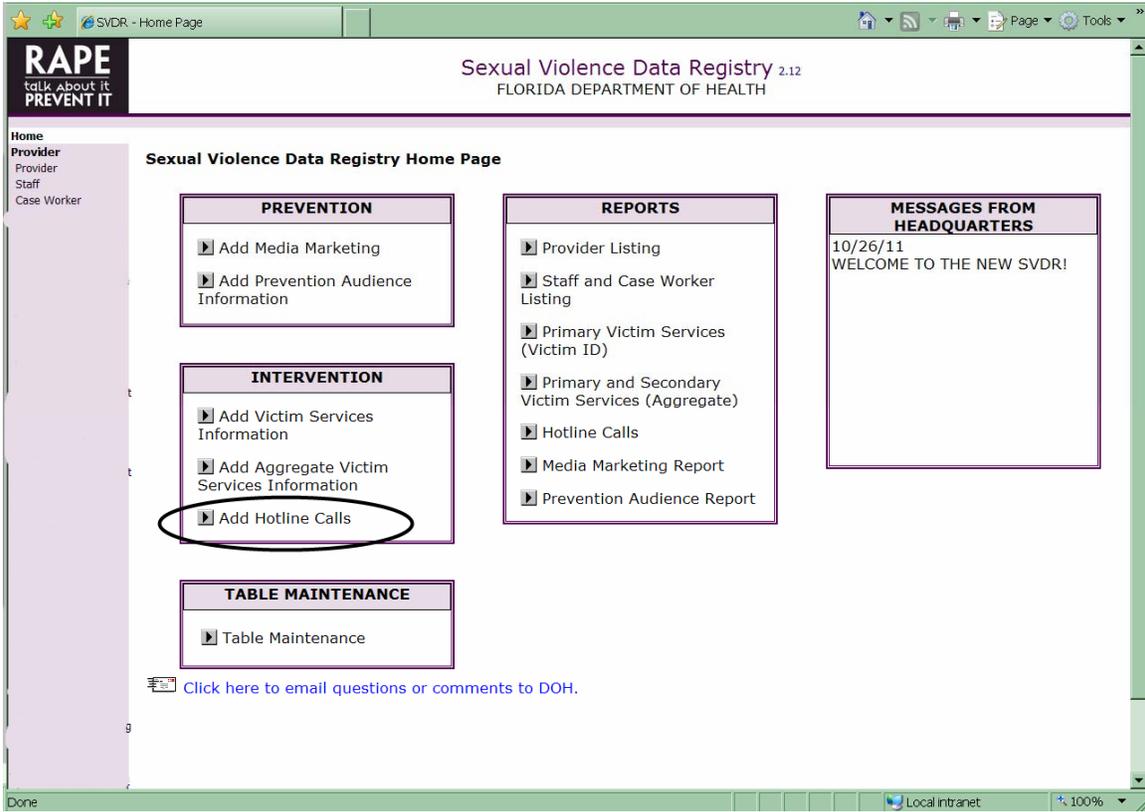




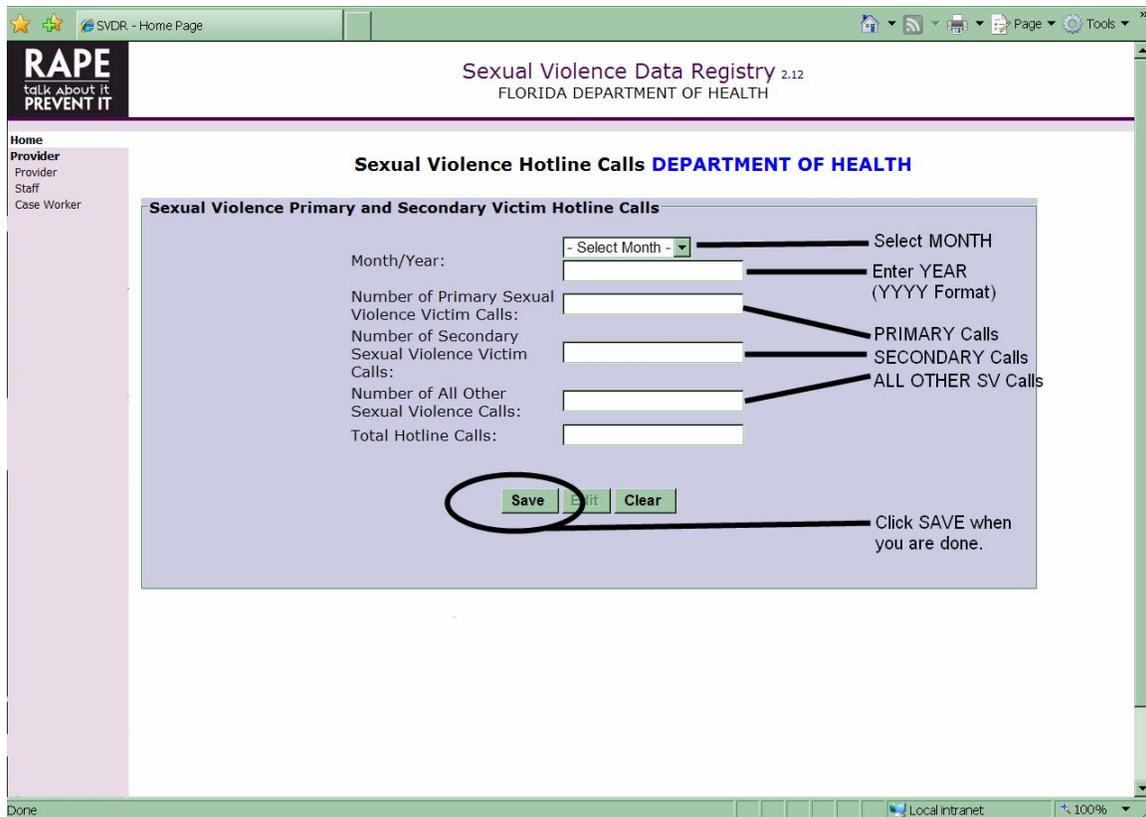
How to login:

Enter **User ID** and **Password** and click "**Submit**".

NOTE: If this is the first time logging in and the Password is set to "password", enter the User ID and Password and click "Change Password".



Click "Add Hotline Calls" from the Home Page.



To create a new hotline call record:

From the **Hotline Module Screen**, select the **Month** for which you want to enter Hotline calls from the dropdown box and enter the **Year** in the free form text box below.

Enter the Number of **Primary** Sexual Violence Calls, Number of **Secondary** Sexual Violence Calls, and Number of **All Other** Sexual Violence Calls.

Click **“Save”**.

Other possible actions on this page:

Click **“Clear”** at any time prior to saving to clear the current data entry.

Or click **“Edit”** to make changes to the existing record after you have saved.

The screenshot shows the SVDR interface with the following components:

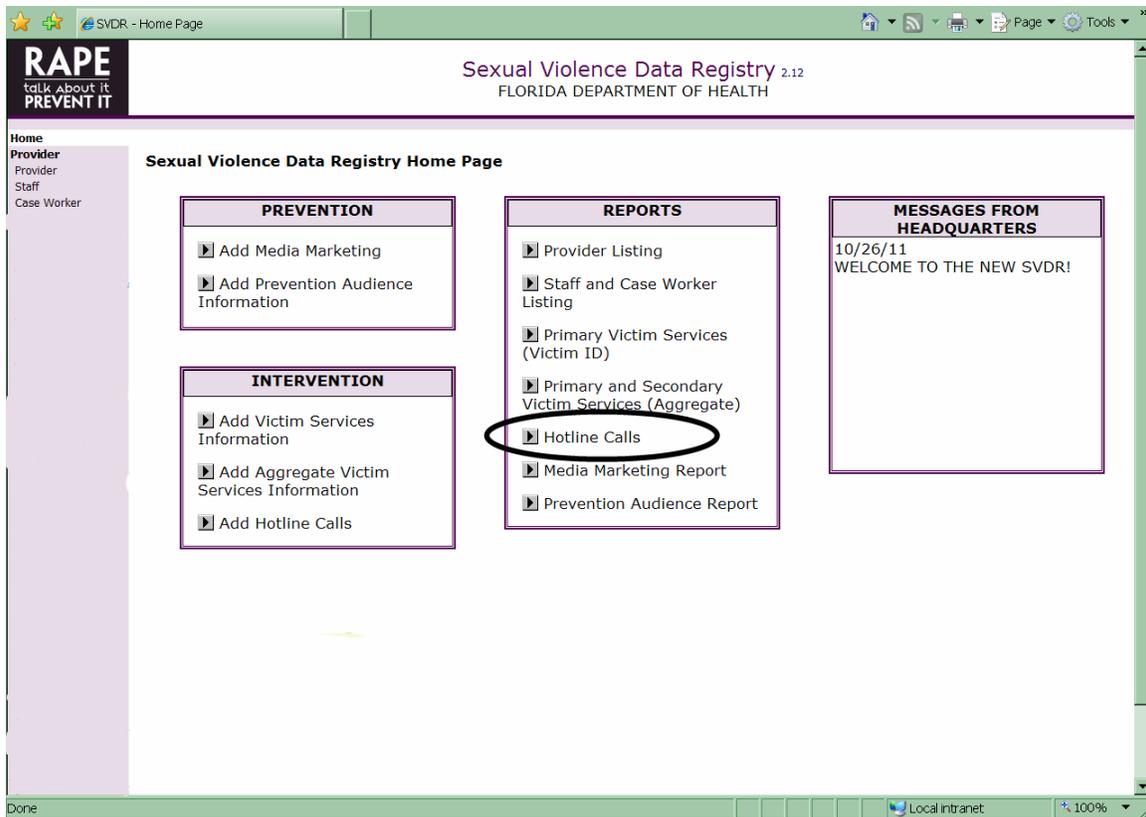
- Header:** RAPE (talk About it PREVENT IT) logo, Sexual Violence Data Registry 2.12, FLORIDA DEPARTMENT OF HEALTH.
- Navigation:** Home, Provider, Staff, Case Worker.
- Section:** Sexual Violence Hotline Calls DEPARTMENT OF HEALTH.
- Form:** Sexual Violence Primary and Secondary Victim Hotline Calls. Fields include:
  - Month: September (dropdown)
  - Year: 2011
  - Number of Primary Sexual Violence Victim Calls: 2
  - Number of Secondary Sexual Violence Victim Calls: 4
  - Number of All Other Sexual Violence Calls: 17
  - Total Hotline SV Calls: 23
- Buttons:** Save, Edit, Clear.
- Mini-report Table:**

Month/Year	Primary Victim Calls	Secondary Victim Calls	Other Calls	Total Calls	Who Added	Who Changed	
1 Oct 2011	4	7	13	24	havlykkehx	havlykkehx	<a href="#">select</a>
2 Sep 2011	2	4	17	23	havlykkehx	havlykkehx	<a href="#">select</a>

After saving the monthly numbers, the SVDR totals the calls and displays the information in a mini report.

Other possible actions from the mini-report:

Revise existing data displayed in the mini-report by clicking **"Select"**, or Delete a monthly hotline record by clicking on the red **"X"**.



Hotline Report:  
From the Home Page, click on **“Hotline Calls”** from the Reports Menu.

RAPE  
tAlk About It  
PREVENT IT

Sexual Violence Data Registry 2.12  
FLORIDA DEPARTMENT OF HEALTH

Hotline Calls Report [Help](#)

Begin Date\* - Month:  Year:

End Date\* - Month:  Year:

Provider:

DEMO PROVIDER  
DEPARTMENT OF HEALTH  
DOMESTIC ABUSE SHELTER, INC.  
FAMILY COUNSELING SRVC OF GREATER MIAMI  
FAMILY CRISIS CENTER

Using the drop down boxes to indicate the **Month** and the free-form text boxes to indicate the **Year**, specify the **Begin Date** and **End Date**.

Click **"Run Report"**.

**NOTE:** The Administrator role is required to select multiple provider sites.