

# ALERT Website – Quick tips for school/childcare facilities

To login to ALERT IIS, go to [www.alertiis.org](http://www.alertiis.org).

ALERT

Training Region  
\*\*\*\*\*

Org Code:

Username:

Password:

\*\*\*\*\*  
DO NOT ATTEMPT TO LOG ON UNLESS YOU ARE AN AUTHORIZED USER.  
\*\*\*\*\*

Org Code: This is your organization's SC or CC Number.

Your username has been assigned by the ALERT IIS Help Desk.

Enter your unique password.

**Keep your password in a secure location!**

Click on Login.

See reverse side for more information.

# ALERT Website – Quick tips for school/childcare facilities

home manage access/account forms related links logout help desk

organization AIKEN ELEMENTARY SCHOOL • user Suzy Schoolhouse • role Schools/Childcare

### Student Search Criteria

Search by Patient  
*Minimum search criteria includes exact birth date and one additional field.*

Last Name  Mother's First Name

First Name  Phone  -  -

Middle Name

\* Birth Date

Find

Search by Patient ID

\* Patient ID

Possible Matches:

Last Name	First Name	Middle Name	Birth Date	Gender
<a href="#">SAMPLE</a>	SYDNEY		05/10/2009	F
	AKA: SAMPLE, SYDNEY			
	AKA: SAMPLES, SYDNEY			
<a href="#">SAMPLETON</a>	FRED		05/10/2009	M

Click on find student.

To conduct a student search, the exact date of birth is required, along with at least two characters of one additional field.

If more than one match is found for the data entered, ALERT IIS will provide a pick list with additional student details to select from.