



## National Digital Car Seat Check Form (NDCF) Common Seat Check Scenario Guidance

The following chart provides guidance on how to complete the NDCF based on a variety of seat check scenarios.

<p><b>“Classic” Seat Check</b></p> <p>Caregiver provided CS/booster on arrival and departure</p>	<p><b>Scenario 1: Child - Vehicle - CS/Booster</b></p> <ul style="list-style-type: none"> <li>■ #7 document how the <b>CHILD</b> is secured.</li> <li>■ #7a- Child Seat Belt Correct- Document child seat belt fit. Select if the seat belt across the neck, shoulder, or stomach, etc. <ul style="list-style-type: none"> <li>■ <b>Shoulder Belt:</b> Select if the shoulder belt is misrouted when used with a booster. I.e. placed behind the back or tucked under the arm, too loose, etc.</li> <li>■ <b>Lap Belt:</b> Select if the lap belt is misrouted when used with a booster, too loose, etc. <ul style="list-style-type: none"> <li>○ If a description of seat belt error is not listed, provide a brief description in the “other” box. If more details are necessary, describe them in the documentation box on page 2.</li> </ul> </li> </ul> </li> <li>■ #10 Select N/A</li> <li>■ #11 Document how the booster is secured.</li> <li>■ #40 Same seat as on arrival skip to #46</li> </ul>
	<p><b>Scenario 2: No Child - Vehicle - CS/Booster</b></p> <p><b>Car Seat- Complete #1 through #53</b></p> <ul style="list-style-type: none"> <li>■ #2 Select No Child Present</li> <li>■ #7 Select No Child Present and skip to #8</li> <li>■ #38 No Child Present</li> </ul> <p><b>Booster Guidance</b></p> <ul style="list-style-type: none"> <li>■ #2 Select No Child Present</li> <li>■ #7 Select No Child Present</li> <li>■ #10 N/A</li> <li>■ #11 Document how the booster is secured</li> <li>■ #38 No Child Present</li> <li>■ #40 Same seat as on arrival skip to #46</li> </ul>
	<p><b>Scenario 3: <u>Expectant Caregiver - Vehicle - CS</u></b></p> <ul style="list-style-type: none"> <li>■ #2 Select No Child Present</li> <li>■ #3 Select “unborn” and skip to #8</li> <li>■ #10 Select N/A</li> <li>■ #23 If there is sufficient information to complete the question, the caregiver should estimate the child’s height and weight based on prenatal development. <ul style="list-style-type: none"> <li>○ <b>Unknown:</b> Check if the car seat instruction manual is unavailable and verification is not possible.</li> </ul> </li> <li>■ #38 No Child Present</li> <li>■ #40 Same seat as on arrival skip to #46</li> </ul>

<p style="text-align: center;"><b>Distribution Scenarios</b></p> <p>Program-provided CS on departure</p>	<p><b>Scenario 1: Child - Vehicle - No CR/booster</b></p> <ul style="list-style-type: none"> <li>■ Complete #1 through #7</li> <li>■ #8 No CS- Skip to #36</li> <li>■ Complete #36 through #53</li> </ul>
	<p><b>Scenario 2: Child - No Vehicle - No CS/Booster</b></p> <ul style="list-style-type: none"> <li>■ Complete #1 through #7</li> <li>■ #6 If no vehicle present, select N/A</li> <li>■ #7 If no vehicle, select N/A</li> <li>■ #8 select No CS and skip to #36</li> <li>■ #36 Select <b>Demonstration Only</b>: Select if the car seat was not installed in a vehicle on departure (e.g. no vehicle present, vehicle demonstration only, portable vehicle demonstration seat).</li> <li>■ #39 Select Uninstalled</li> <li>■ #47 Select CS Uninstalled and skip to #48</li> </ul>
	<p><b>Scenario 3: No Child (born, not present) - Vehicle - No CS/Booster</b></p> <ul style="list-style-type: none"> <li>■ Complete #1 through #7</li> <li>■ #2 select No Child Present</li> <li>■ #7 Select No Child Present and skip to #8</li> <li>■ #8 select No CS and skip to #36</li> <li>■ #38 Select No Child Present</li> <li>■ Complete #38 through #53</li> </ul>
	<p><b>Scenario 4: Expectant Caregiver - Vehicle - No CS/Booster</b></p> <ul style="list-style-type: none"> <li>■ #2 Select Unborn</li> <li>■ #3 Select No CS and skip to #8</li> <li>■ #38 Select No Child Present</li> <li>■ Complete #38 through #53</li> </ul>
	<p><b>Scenario 5: No Child (born, not present) - No Vehicle - No CS/Booster</b></p> <ul style="list-style-type: none"> <li>■ Complete #1 through #7</li> <li>■ #7 Select No Child Present and skip to #8</li> <li>■ #8 Select No CS and skip to #36</li> <li>■ #36 Select <b>Demonstration Only</b>: Check if the car seat was not installed in a vehicle on departure (e.g. no vehicle present, vehicle demonstration only, portable vehicle demonstration seat).</li> <li>■ #38 Select No Child Present</li> <li>■ #39 Select Uninstalled</li> <li>■ #47 Select CS Uninstalled and skip to #48</li> </ul>

<p style="text-align: center;"><b>In-Hospital Education</b></p> <p style="text-align: center;"><b>Caregiver provided CS on arrival/departure</b></p>	<p style="text-align: center;"><b>Scenario 1: Expectant caregiver w/ car seat gets training in hospital No Child (unborn)-No Vehicle-Car Seat</b></p> <ul style="list-style-type: none"> <li>■ #2 select No Child Present</li> <li>■ #3 Select Unborn and skip to #8</li> <li>■ #8 Select Uninstalled</li> <li>■ #10 Select N/A</li> <li>■ #11 Select Uninstalled and skip to #23</li> <li>■ #23 If there is sufficient information to complete the question, the caregiver should estimate the child's height and weight based on prenatal development. <ul style="list-style-type: none"> <li>○ <b>Unknown:</b> Check if the car seat instruction manual is unavailable and verification is not possible.</li> </ul> </li> <li>■ #36 Select <b>Demonstration Only:</b> Check if the car seat was not installed in a vehicle on departure (e.g. no vehicle present, vehicle demonstration only, portable vehicle demonstration seat).</li> <li>■ #38 Select No child Present</li> <li>■ #39 Select Uninstalled</li> <li>■ #47 Select CS Uninstalled and skip to #47</li> </ul> <p style="text-align: center;"><b>Scenario 2: Caregiver with infant gets training in hospital Child present- No Vehicle available for check- Car Seat</b></p> <ul style="list-style-type: none"> <li>■ Complete #1 through #8</li> <li>■ #3 Select 0&lt;1</li> <li>■ #3a Select 0&lt;3</li> <li>■ #7 Select N/A and skip to #8</li> <li>■ #8 Select Uninstalled</li> <li>■ #10 Select N/A</li> <li>■ #11 Select Uninstalled and skip to #23</li> <li>■ #36 Select <b>Demonstration Only:</b> Check if the car seat was not installed in a vehicle on departure (e.g. no vehicle present, vehicle demonstration only, portable vehicle demonstration seat).</li> <li>■ #39 Select uninstalled</li> <li>■ #47 Select CS uninstalled and skip to #48</li> </ul>
<p style="text-align: center;"><b>Seat-Belt-Readiness Assessment</b></p>	<p style="text-align: center;"><b>Scenario 1: Child arrives in booster and leaves using seat belt</b></p> <ul style="list-style-type: none"> <li>■ Complete #1 through #6</li> <li>■ #7 document how the <b>CHILD</b> is secured.</li> <li>■ #7a- Incorrect Fit on Child: Select if the seat belt across the neck, shoulder, or stomach, etc. <ul style="list-style-type: none"> <li>○ <b>Shoulder Belt:</b> Select if the shoulder belt is misrouted when used with a booster, placed behind the back or tucked under the arm, too loose, etc.</li> <li>○ <b>Lap Belt:</b> Select if the lap belt is misrouted when used with a booster, too loose, etc.</li> <li>○ If a description of seat belt error is not listed, provide a brief description in the "other" box. If more detail is necessary, describe in the documentation box on page 2.</li> </ul> </li> <li>■ #10 Select N/A</li> <li>■ #11 document how the booster is secured. If the child is using a seat belt, select the seat belt from the menu. Document if the booster is also installed using lower anchors and/or tether.</li> <li>■ Complete #12 through #35</li> <li>■ #37 Select No CS</li> <li>■ #39 Select No CS and skip to #48</li> <li>■ Complete #48 through #53</li> </ul>

<p style="text-align: center;"><b>Seat-Belt- Readiness Assessment (Cont.)</b></p>	<p><b>Scenario 2: Child arrives using seat belt and leaves using booster</b></p> <ul style="list-style-type: none"> <li>■ Complete #1 through #7 <ul style="list-style-type: none"> <li>○ #7 document how the <b>CHILD</b> is secured.</li> <li>○ #7a- Incorrect Fit on Child: Select if the seat belt across the neck, shoulder, or stomach, etc.</li> <li>○ <b>Shoulder Belt:</b> Select if the shoulder belt is misrouted when used with a booster, placed behind the back or tucked under the arm, too loose, etc.</li> <li>○ <b>Lap Belt:</b> Select if the lap belt is misrouted when used with a booster, too loose, etc. If a description of seat belt error is not listed, provide a brief description in the “other” box. If more detail is necessary, describe in the documentation box on page 2.</li> </ul> </li> <li>■ #8 Select No CS and skip to #36</li> <li>■ Complete #36 through #53</li> </ul>
	<p><b>Scenario 3: Child arrives using seat belt and leaves using seat belt</b></p> <ul style="list-style-type: none"> <li>■ Complete #1 through #7</li> <li>■ #7 document how the <b>CHILD</b> is secured.</li> <li>■ #7a- Incorrect Fit on Child: Select if the seat belt across the neck, shoulder, or stomach, etc. <ul style="list-style-type: none"> <li>○ <b>Shoulder Belt:</b> Select if the shoulder belt is misrouted when used with a booster, placed behind the back or tucked under the arm, too loose, etc.</li> <li>○ <b>Lap Belt:</b> Select if the lap belt is misrouted when used with a booster, too loose, etc. If a description of seat belt error is not listed, provide a brief description in the “other” box. If more details are necessary, describe in the documentation box on page 2.</li> </ul> </li> <li>■ #8 Select No CS and skip to #36</li> <li>■ #37 Select No CS</li> <li>■ #38 Select No CS and skip to #48</li> <li>■ Complete #48 through #53</li> </ul>
	<p><b>Scenario 4: Child - CS Present. Child not riding in car seat in Vehicle (e.g. Sitting next to the car seat)</b></p> <ul style="list-style-type: none"> <li>■ Complete #1 through #7</li> <li>■ #6 document location of <b>CHILD</b></li> <li>■ #8 document location of <b>CAR SEAT</b></li> <li>■ Complete questions #9 through #53</li> </ul>
<p style="text-align: center;"><b>Other Scenarios</b></p>	<p><b>Scenario 1: Child-CS present. Child secured in car seat but car seat is uninstalled.</b></p> <ul style="list-style-type: none"> <li>■ Complete #1 through #10</li> <li>■ #11 Select Uninstalled and skip to #23</li> <li>■ Complete #23 through #53</li> </ul>