

# View Missing Information

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To ensure you have accurate records for every family in your program, the Who's Missing Information page shows what information is still needed for each child and family contact. The aim is to have no children or contacts listed on this page, indicating that you have all the required documentation on file.

Go to **Family Accounts** (left menu) > **Profiles** card > **View Missing Information** link to open the *Who's Missing Information* page.



At-a-glance data visuals show you how many people are missing information.

View a list of what information is missing for a Child or Contact.

Click any data visual to filter the information on the page.

Update information as needed to keep up-to-date records.

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Expand/Collapse All

✔ See Who's Information Isn't Complete

✔ Update Missing Information

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