



Child Car Seat Fitting Checklist: User Guide

The Online Child Car Seat Fitting Checklist Form is available to all accredited Type 1 Child Car Restraint Fitters and is the preferred method of recording data during a child car seat inspection or installation. This Guide provides instruction on how to use the online form.




- 1 Receive your login details:** Once you become an accredited Type 1 Child Car Restraint Fitter, WALGA's RoadWise will create a unique login for you and send the details to your email.
- 2 Access the form:** Visit <https://walga.redissprod.com.au> and complete your login details. You can access the form on any electronic device with internet access.
- 3 Change your password:** If logging in for the first time, we suggest changing your password. To change your password, click on either your User ID or the menu icon in the top right corner and navigate to My Account.

The image shows two side-by-side screenshots of the 'Child Car Restraint Fitting Service Checklist' form. Both screenshots show the 'Roadwise Network Database' header with 'RoadWise' and 'WALGA' logos. The left screenshot has a 'Clear Filters' button and a user ID 'AB-1234' highlighted with a green box. The right screenshot has a menu icon highlighted with a green box. Both forms have a 'Date *' field with a calendar icon, and a 'Vehicle registration No.' field with a 'Vehicle Rego' label.

- 4 Complete the form:** Enter data as per the installation or inspection being conducted. All fields with an asterisk (*) are required fields and must be completed in order to submit the form. Ensure the client has entered their information under Client Details and Customer Acknowledgement.
- 5 Sign and submit:** Both you and the client will need to sign the form. You can do this using your finger or a stylus (digital pen). Once you have reviewed and signed the form, you can click submit.
- 6 After submission:** You will receive an electronic copy of the form via email, which you can then forward to your client. WALGA will also receive a copy of the completed form for compliance and continuous improvement.

Further Support and Information

The process and view may differ depending on your device and website browser. If you need assistance, or to report an error, please contact us.

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