Project 13911

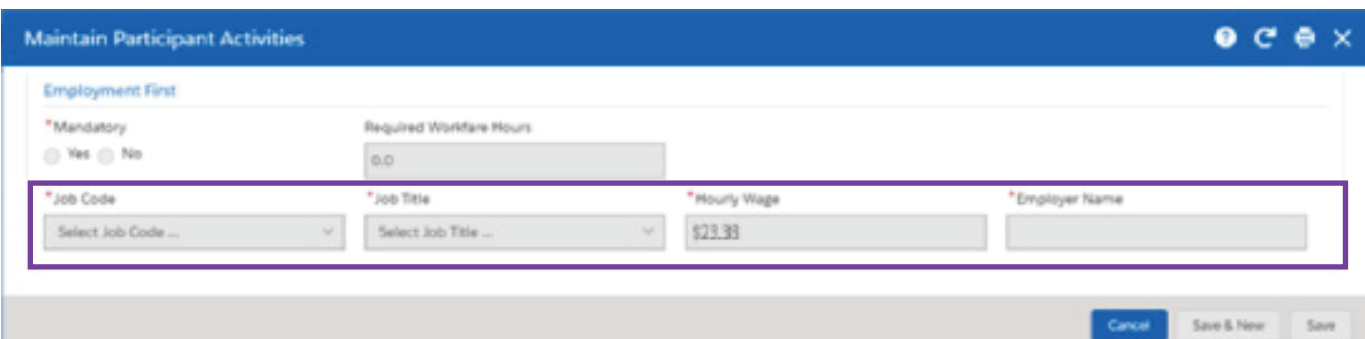# EF Work Requirements Updates

August 2020 Builds

Summary

Employment First (EF) has changed the program moving from a mandatory to a voluntary program. This along with findings coming from a federal audit elicits some required system changes. Making these changes will align CBMS language and functionality with current program shifts

When one of these outcomes is selected for a client receiving EF, the four following fields will be mandatory to complete. These fields provide valuable information for tracking client employment entry.

CBMS Changes

On the Maintain Participant Activities screen, there are four new fields that become active when an employment specific outcome is selected. Employment outcomes include:

- ✓ Hired from Job
- ✓ Hired by SU/OT Employer
- ✓ Gained Full Time Employment
- ✓ Gained Full Time Employment w/ Benefits
- ✓ Gained Part Time Employment
- ✓ Gained Part Time Employment w/ Benefits
- ✓ Self-employed or working 30 hours @ less than minimum wage
- ✓ Gained Employment
- ✓ Gained Employment - Reported by client unverified
- ✓ Gained Subsidized Employment
- ✓ Gained Temporary Employment
- ✓ Working Part-Time at Max Capacity

Individualized Roadmap

The roadmap template is also being updated. Prior to this project, only Colorado Works language was included on the roadmap. On the EF template, Colorado Works specific language is being removed and EF language will be added. Use the radio button on the "Plan" page to toggle between programs and print the appropriate plan.

With this project, the third column box on the Individualized Roadmap plan template will now update with the current drop-down value in the "Status" field on the Time Clock page.

On the EF template, language will be updated only for the EF program - the Colorado Works Individualized Roadmap will not change.

COGNOS Report

The existing Cognos reports related to EF will be made available in Excel document format. The EF Enhanced Funding and EF Enhanced Funding-All Counties reports will also now populate the County column with where the client is wait-listed/scheduled instead to make it easier to use and sort the reports.