ENHANCEMENTS TO ETPL MODULE IN CalJOBS

On July 11, 2019, the CalJOBS™ Eligible Training Provider List (ETPL) module will be upgraded to make it easier for providers and staff to create and manage programs. The changes will occur after business hours and will be visible to staff on Friday, July 12, 2019. The availability of CalJOBS will not be impacted by this event.

The key enhancements and changes to the module include the following:

- In the Provider Programs folder, the “Self Service Education Programs” section is relabeled “Education and Training Programs.”

- When adding a new program, the program wizard guides users through each step of the process.
• The Education and Training Programs tab displays a more detailed list of programs, including a column for changes submitted for review, and easy access to edit programs through the addition of the “Edit” link under the Action column.

![Education and Training Programs Table]

• When editing a program, the program is displayed in multiple tabs, which enables the provider and staff to quickly locate the area that needs to be updated.

![Review Tab]

• A “Review” tab that displays state and local approval status.

<table>
<thead>
<tr>
<th>Review Type</th>
<th>Status</th>
<th>Subsequent Review Due Date</th>
<th>Date Reviewed</th>
<th>Last Edit Date</th>
<th>Review Location</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>ITA</td>
<td>Pending (system-set only)</td>
<td>3/7/2021</td>
<td>N/A</td>
<td>3/7/2019 3:45 PM</td>
<td>N/A, Cuellar-Lopez, Monica</td>
<td>Edit</td>
</tr>
</tbody>
</table>

The enhancements to the ETPL module help users move through the process of creating and editing programs, including the review and approval of programs by Local Area and the Employment Development Department staff.

If you have any questions about the ETPL module, please contact the State ETPL Coordinator at WSBETPL@edd.ca.gov.

/s/JAIME L. GUTIERREZ, Chief
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