

JOBS UPDATES

Job Opportunities and Basic Skills Program

WORK VERIFICATION POINTS UPDATES

NOVEMBER 2020

TRACS Tools

TANF Policy has created a TRACS Tools page within TANF Staff Tools, <http://www.dhs.state.or.us/caf/ss/tanf/resources.html>. A few documents have already been developed and uploaded to the page with more in the works.

The documents already uploaded include:

- How to Locate the ONE Case Number
- How to View Case Details
- Tool Bar Icons

Documents in the works include:

- How to Print a PDP
- Lists Available through Case Views
- Lists Available through Plan Views
- Updated version of Disability and Accommodation Page User Guide
- Updated version of Testing Page User Guide
- When to Create a Disability Record

Please let us know if there are additional tools that would be helpful.

If you have any questions, please contact: TANF.Policy@dhsosha.state.or.us

TANF Analyst Hour Information and Q&A can be located at the following link:
http://www.dhs.state.or.us/caf/ss/tanf/analyst_hour.html