

# Requirements for Planned Changes to WIIRC-Related Changes to

## WIPA/ETO Subsequent to OMB #0960-0629

### Consolidate the Participant Searches

In the current version of ETO, the WIIRC user must perform two separate searches – the first search is performed to determine if the beneficiary is in BOND and the second search is performed separately to determine if the beneficiary has already been enrolled in WIIRC. A series of changes are planned to consolidate the two searches into one search requiring less work for the WIIRC users and reducing errors. The changes will be made over time as the software is able to support.

#### Change 1 - WIIRC Homepage

“Search for WIIRC or BOND Participants” is modified to include both searches. The name of the link was changed.

The screenshot displays the ETO Software interface. At the top left is the logo "ETOSOFTWARE®". To the right are links for "Log Off" and "Home Page". Below the logo is a welcome message: "Welcome wipa eto - WIIRC: WIPA Initial Contact and Demographics (Change Program)". A navigation bar contains buttons for "New", "Quick Search", "To Do List", "Messages", "My Favorites", "My Dashboard", and "Marketplace(NEW)". Below this is a search bar with the text "Enter Search Term(s) within Participant in WIPA Initial Contact and Demographics" and a "Search" button. Further down are "Program Home" and "Site Home" buttons. On the right side, there is a login status: "Last Login: 2/15/2011 5:47:28 PM" and "Failed Attempts Since Last Login: 0" with an "Edit Page" link. The main content area is titled "Initial Instructions:" and contains a bulleted list of instructions. Below this is a section titled "Entering Information:" with another bulleted list. At the bottom, there is a "Paperwork Reduction Act Statement" and a footer with "SocialSolutions" logo, copyright information, and an "Online Commu" link.

**Initial Instructions:**

- All new WIPA inquiries and/or applicants are added to this "WIPA Initial Contact and Demographics" program first. Those who are eligible and willing to participate in WIPA are then enrolled in the "Work Incentives Planning and Assistance" program.
- To enroll in WIPA: Change to WIPA program (Click "Change Programs" button above), then click blue "Enroll Beneficiary" link on home page.

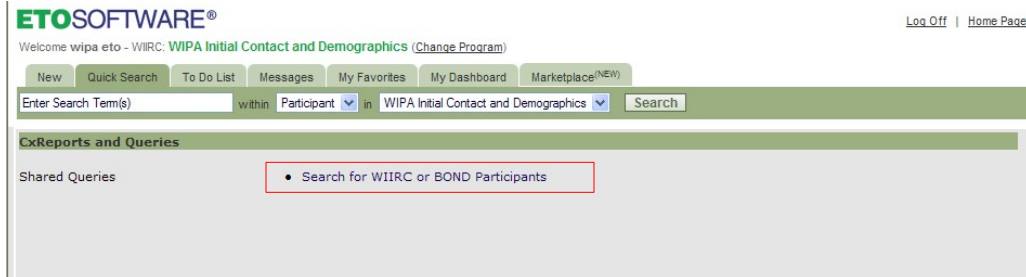
**Entering Information:**

- Search for Beneficiaries/BOND Participants: [Search for WIIRC or BOND Participants](#)
- Add WIPA applicants: ["Add New Beneficiary"](#)
- Record additional I&R contacts (if more than one I&R contact is made): ["I&R Assessment"](#)
- Record case notes: ["Initial Case Notes"](#)
- Refer beneficiary to a WIPA agency: ["Refer Beneficiary"](#)
- Review referrals made to WIPA agencies: ["View/Edit Beneficiary Referrals"](#)
- View/Edit WIPA inquires and/or applicants: ["View/Edit Beneficiary"](#)
- To enter information, click on the blue links below.
- To remove navigation bar, click small white arrow in its left margin.
- To return to this screen, click "Home" button at upper right corner of screen. Be sure to save your entered information first!

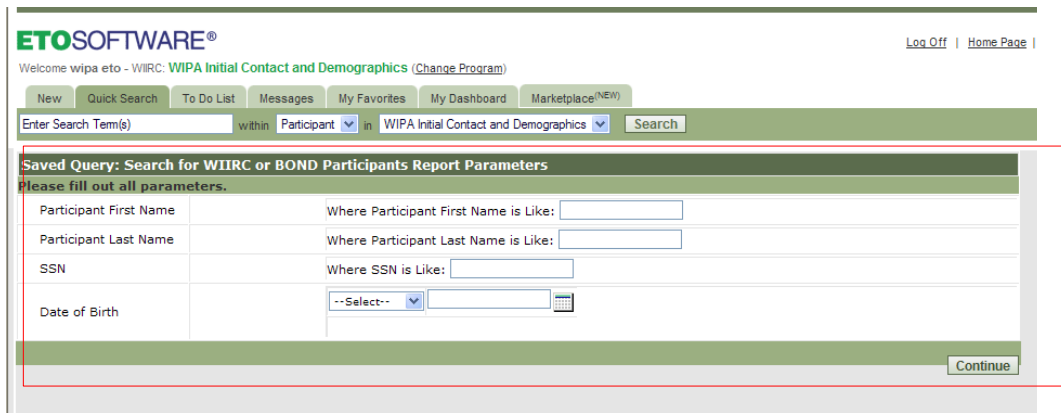
**Paperwork Reduction Act Statement** - This information collection meets the requirements of 44 U.S.C. § 3507, as amended by section 2 of the [Paperwork Reduction Act of 1995](#). You do not need to answer these questions unless we display a valid Office of Management and Budget control number. The control number for this survey is 0960-0629. OMB approval for this study expires on 6/30/2010. We estimate that it will take about 5 minutes to read the instructions, gather the facts, and answer the questions. You may send comments on our time estimate above to: SSA, 6401 Security Blvd, Baltimore, MD 21235-6401. Send only comments relating to our time estimate to this address, not the completed form.

**Footer:** SocialSolutions © 2001-2011 Developed by Social Solutions, Inc. All rights reserved. [Online Commu](#)

Change 2 - The Demographics Screen. Changed the name of the query to consolidate the two searches. This part of the screen will be eliminated if the software allows.



Change 3 - Search Screen. Changed the name of the query and the queries are consolidated.



Change 4 - Review Results Screen. Changed the name of the query and the results of both searches are now visible in one output screen. Previously, there were two separate searches and associated search and output screens.

The screenshot displays the ETOSoftware interface for the 'WIPA Initial Contact and Demographics' report. The search criteria are set to 'Participant' within the 'WIPA Initial Contact and Demographics' program. The results table is as follows:

PARTICIPANT FIRST NAME	PARTICIPANT LAST NAME	SSN	DATE OF BIRTH	SITE NAME	BOND TREATMENT GROUP	ASSIGNED STAFF	ALERT
Aliesa	Fake			WIIRC			
BOND10	Fake	100000000	7/8/1989	BOND	T1-WIC		This beneficiary is a participant of BOND Treatment Group T1-WIC and should be advised on how the \$1 for \$2 BOND offset would affect SSDI benefits or referred to a BOND Work Incentives Counseling provider. If this WIPA site is not participating in BOND, please contact the local BOND Site Office for instructions or call 1-877-7BOND90 (1-877-726-6390).
BOND11	Fake		9/9/1966	BOND			This beneficiary is a participant of BOND Treatment Group T21-WIC and should be advised on how the \$1 for \$2 BOND offset would affect SSDI benefits or referred to the

Site Name column “WIIRC” indicates the caller has previously contacted the WIIRC and is already enrolled. Results with “BOND” in the site column indicate that the caller is a BOND participant. If a BOND Participant, the next two columns indicate which treatment group the beneficiary has been assigned to and additional instructions are provided in the Alert column to the immediate right of the Treatment Group column.