

Overview

This guide is an overview of the Enroller Portal for Agency and Entity users.

Background

The Enroller Portal enables the following user roles to access their Book of Business, manage and assign delegations, start new applications, and create and export reports: Agency Manager (AM) Level 1 and 2, Authorized Signer (AS), Agent (A) Level 1 and 2, Approved Admin Staff (AAS) Level 1 and 2, Certified Enrollment Counselors (CEC), Plan-Based Enrollers (PBE), Primary Contact (PC), Authorized Contact, and Medi-Cal Managed Care Plan Enroller (MMCPE).

Enroller Portal Home page

The landing page for Agency and Entity users is the *Welcome to your [Agency/Entity] Home Page!* The Agency and Entity landing pages are similar and display the following fuctionality at the top of the page:

Q, Search	≜ (2) -
Home Agency Wy Team V My Profile My Delegations V Resources V	
Welcome to your Agency Home Page! Manage your Book of Business, assist your consumers, and more.	
Home Enroller Portal Notifications Notification Archive Agency Book of Business My Book of Business More	Quick Links
Welcome! Explore additional choices by navigating through the tabs on the right or My Reports from the menu	Secure Mailbox
	Delegation Tool
	Start Application
	Enroller Toolkits
	My Reports



	Q Se	arch				ê 💽
Home	Agency 🗸	My Team 🗸	My Profile	My Delegations $ ullet $	Resources 🗸	Home
						My User Profile
		Welcor	ne to yo	ur Agency H	ome Page!	Logout

- Search field Allows Agency staff to search for Contacts, Leads, and Accounts
- Notifications bell icon Displays a red number when a pending notification is present
- Notifications may display the following:
 - Alert for Delegation Request Delegation has been assigned
 - o Contract DocuSign Envelope Failed Contract DocuSign failed
 - Delegation Transfer Status Indicates the status of a delegation transfer
 - LiveScan DocuSign Envelope Failed The LiveScan DocuSign failed



- **Profile icon** Displays a hover-over, logged-in user role. Clicking the icon displays a dropdown with the following options:
 - Home Navigates the user to the Welcome to your Agency Home Page!
 - My User Profile Navigates the user to the My Security Profile page
 - **Logout** Logs the user out of the system



Agency Home Page

AM, AS, A Level 1 and 2, and AAS Level 1 and 2 review information related to the Agency and all of the Agency's associated Agents, Delegates and Consumers; however, the A1 user may only review information related to their Agency, Delegates and Consumers.

Q Search	≜ Q -
Home Agency v My Team v My Profile My Delegations v Resources v	
Welcome to your Agency Home Page! Manage your Book of Business, assist your consumers, and more.	
Home Enroller Portal Notifications Notification Archive Agency Book of Business My Book of Business More	Quick Links
Explore additional choices by navigating through the tabs on the right or My Reports from the menu	Secure Mailbox
	Delegation Tool
	Start Application
	Enroller Toolkits
	My Reports

Agency Tabs and Dropdown Options

	Q Se	earch				≜ (2 -
Home	Agency 🗸	My Team 🗸	My Profile	My Delegations 🗸	Resources 🗸	

Tabs and dropdown options display dynamically based on user role.

- Home Navigates the user to the Welcome to your Agency Home Page!
- Agency Displays for all Agency staff with the following links:

Home	Agency 🗸 My	feam ✓ My Profile My Delegations ✓	Resources 🗸
	My Agency		
	Active Delegations	Welcome to your A	gency Home Page!
	Pending Delegations	Mariage your book of busilless, a	ssist your consumers, and more
Agency I		f Business Consumer Enrollments By Me	t
Agency E	Subsite Locations	f Business Consumer Enrollments By Me es er Contact Add Chart	T T C' Edit V vane East vane Cu .

Covered California Outreach and Sales Division <u>OutreachandSales@covered.ca.gov</u>



- **My Agency** Navigates all Agency staff to the *View My Agency* page to view information regarding their agency
- **Active Delegations** Navigates the user to the *All Active Delegations* list view on the *Delegations* page to view and manage active delegations
 - Displays for AM Level 1 and 2, A2, AAS Level 1 and 2, and AS users
- **Pending Delegations** Navigates the user to the *All Pending Delegations* list view on the *Delegations* page to view and manage pending delegations
 - Displays for AM Level 1 and 2, A2, AAS, Level 1 and 2, and AS users
- **Subsite Locations** Navigates the user to the *Subsite Location(s)* page to view and manage subsite locations
 - Displays for AM Level 1 and 2, AAS2, and AS users
- Transfer Delegations Navigates the user to the *Transfer Delegations* list view on the *Delegations* page to transfer delegations
 - Displays for AM Level 1 and 2, AAS2, and AS users
- **Agency Delegation History** Navigates the user to the *Agency Delegation History* list view on the *Delegation History* page to view delegation history
 - Displays for AM Level 1 and 2, A2, AAS Level 1 and 2, and AS users

Q Sea	arch	
Home Agency 🗸	My Team 🗸 🛛 My Profile	My Delegations 🗸 Resources 🗸
	Team List	
	Pending Staff Applications	Welcome to your Agency Home Page!
	Add Agency Manager L1	hage your book of business, assist your consumers, and more.
Enroller Portal Notifications No	Add Agent	ok of Business My Book of Business More
Explore additional cl	Add Approved Admin Staff	e tabs on the right or My Reports from the menu

- **My Team** tab dropdown Displays for all Agency staff with the following links:
 - **Team List** Navigates the user to the *Contacts My Agency Enrollers* page to view Agency team members.
 - Displays for all Agency staff with the exception of Agent level 1
 - **Pending Staff Applications** Navigates the user to the *Leads My Pending Staff Applications* page to view and manage pending staff applications
 - Displays for AM Level 1 and 2 and AS users



- Add Agency Manager L1 Navigates the user to the Welcome to Covered California – Add Agency Manager Information page to apply for Agency Manager L1
 - Displays for AM2 and AS users
- Add Agent Navigates the user to the *Welcome to Covered California* Add Agent Information page to apply for an agent
 - Displays for AM Level 1 and 2, AAS2, and AS users
- Add Approved Admin Staff Navigates the user to the Welcome to Covered California – Add Approved Admin Staff Information page to add approved admin staff
 - Displays for AM Level 1 and 2 and AS users

	Q Se	arch			≜ @ -
Home	Agency 🗸	My Team 🗸	My Profile	My Delegations $ {igsir}$	Resources 🗸

- **My Profile** tab Navigates users to the *Contact* page to view their profile
 - Displays for all Agency staff

	Q Searc	ch				≜ ⊝ -
Home	Agency 🗸	My Team 🗸	My Profile	My Delegations 🗸	Re	sources 🗸
				My Active Delegations		
			Welco	My Pending Delegation		ncy Home Page!
		N	lanage your	My Delegation History		t your consumers, and more.
Agency	y Book of Business	My Book of E	Business Cons	umer Enrollments By M	et	Quick Links

- **My Delegations** tab dropdown Displays only for AM Level 1 and 2 and A Level 1 and 2 users. Clicking the drop down displays the following links:
 - **My Active Delegations** Navigates the user to the *Delegations My Active Delegations* page to view and manage active delegations
 - **My Pending Delegations** Navigates the user to the *Delegations My Pending Delegations* page to view and manage pending delegations
 - **My Delegation History** Navigates the user to the *Delegation History My Delegation History* page to view their delegation history



Г		Q Se	earch				¥ (9-
	Home	Agency 🗸	My Team 🗸	My Profile	My Delegations $ullet$	Resources 🗸		
						Enroller Toolkits		
				Welco	ome to your <i>l</i>	My Reports	e Page!	
			N	lanage your	Book of Business,	assist your cons	i su mers, and more.	

- **Resources** tab dropdown Displays for all Agency staff with the following links:
 - Enroller Toolkits Navigates the user to the Enrollment Partner Toolkit page
 - Displays for AM Level 1 and 2, A Level 1 and 2, AAS Level 1 and 2, and AS users
 - **My Reports** Navigates the user to the *Reports* page to view, extract and file available reports. The following reports display: *Recent, Created by Me, Private Reports, All Reports. Recent* is the default view.
 - Displays for AM Level 1 and 2, AAS Level 1 and 2, and A Level 1 and 2 users

Agency Dashboard

The *Welcome to your Agency Home Page!* page displays three tabs on the Agent's dashboard:

- Agency Book of Business tab displays for AM Level 1 and 2, A2, AAS Level 1 and 2 users
 - Clicking the Agency Book of Business tab displays the Agency Book of Business report, allowing Enrollers to view Consumers in their Agency's Book of Business (BoB), apply filters to and edit the Agency's BoB, and save or export the Agency's BoB. Export options include *Formatted* or *Details Only* views
 - Clicking a Consumers name from the *First Name* or *Last Name* columns displays an individual household account or Consumer contact information
- My Book of Business tab displays for AM Level 1 and 2 and A Level 1 and 2 users

		Welcome to your Agency Home Page! Manage your Book of Business, assist your consumers, and more.	
Home	Enroller Portal Notifications	Notification Archive Agency Book of Business My Book of Busines . More	
	eport: Contact Application and Enrollees My Book of Business	S C Edit C	
Total Rec	ords		



- Clicking the My Book of Business tab displays the My Book of Business report, allowing Enrollers to view Consumers in their BoB, apply filters to and edit their BoB, and save or export their BoB. Export options include Formatted or Details Only views
- Clicking a Consumer name from the *Contact: First Name* or *Contact: Last Name* columns displays an individual household account or Consumer contact information

	Welcome to your Agency Home Page! Manage your Book of Business, assist your consumers, and mo
ncy Book of Business My Book of Business Co	sumer Enrollments By Metal Tier
Report: Enrollees Report Type Enrollments by Metal Tier Plan	🖍 Enable Field Editing 🔍 C 🝸 C Edit 💌
otal Records 2	ĺ
	\$
6	
5 4	
3	
1	
0 Expanded Bronze	Gold Silver

- A **Consumer Enrollments By Metal Tier** tab displays for AM Level 1 and 2, AAS Level 1 and 2, AS, A Level 1 and 2. All users except A1 displays all active Health Enrollments for their agency. A1 users display Health Enrollments assigned to them
 - Clicking the Consumer Enrollments by Metal Tier Plan tab displays the Enrollment By Metal Tier Plan Type report, allowing staff to view the number of Consumers delegated to them for each metal tier plan Level. A Consumers by Metal Tier bar graph showing the number of Consumers delegated to the Agency for each metal tier plan Level





Agency Quick Links

The *Welcome to your Agency Home Page!* page displays a *Quick Links* section containing the following links:

- Secure Mailbox Navigates the user to their Secure Mailbox to view messages
 - o Displays for all Agency staff
- **Delegation Tool** Navigates the user to the *Consumer Delegation* page to delegate an Agent to the case
 - Displays for AM Level 1 and 2 and Agent Level 1 and 2 users
- **Start Application** Navigates the user to the Consumer Home page to start an application for the Consumer
 - Displays for AM Level 1 and 2, A Level 1 and 2 users
 - **Note:** AAS Level 1 and 2 users must start the Consumer application from the Agent contact record.
- Enroller Toolkits Navigates the user to the Enrollment Partner Toolkit page
 - Displays for AM Level 1 and 2, A Level 1 and 2, AAS Level 1 and 2 and AS users
- **My Reports** Navigates the user to the *Reports* page to view, generate, extract or file available reports. The following reports display: *Recent, Created by Me, Private Reports, All Reports. Recent* is the default view.
 - Displays for AS Level 1 and 2, AM Level 1 and 2, A and Level 1 and 2, and AAS users



Entity Home Page

The Entity Home page is similar to the Agency Home page with some differences in the tab dropdown options. A Primary Contact (PC) user can review information related to the Entity and all associated Agents, Delegations, and Consumers. Additional Entity roles include: AC, CEC, MMCPE and PBE.

	Q Search				A 🖸 -
Home	Entity 🗸 My Profile	My Delegations 🗸 Resou	rces 🗸		
		Welco Manage your B	ome to your l Book of Business, a	Entity Home Page! ssist your consumers, and more.	
oller Portal Notificatio	n Notification Archive Book o	f Business Consumers by I	Metal Tier Plan		Quick Links
Enroller Porta	al Notifications				Secure Mailbox
Notification Id	Notification		eceived Date	Archive Date	Delegation Tool
Notification Id N-000055	Nov 6th Training (*^&%*^\$&%	2	eceived Date 023-11-06	Archive Date 2023-11-07	Start Application
Notification Id N-000055 N-000055	Novification Nov 6th Training (*^&%)*^\$&% Nov 6th Training (*^&%)*^\$&%	2	eceived Date 023-11-06 023-11-06	Archive Date 2023-11-07 2023-11-07	Delegation Tool Start Application
Notification Id N-000055 N-000055 N-000055	Notification Nov 6th Training (*^&%*^\$&% Nov 6th Training (*^&%*^\$&% Nov 6th Training (*^&%*^\$&%	2	eceived Date 023-11-06 023-11-06 023-11-06	Archive Date 2023-11-07 2023-11-07 2023-11-07	Delegation Tool Start Application Enroller Toolkits
Notification Id N-000055 N-000055 N-000055 N-000055 N-000055 N-000055	Notification Nov 6th Training (*^&%**5&% Nov 6th Training (*^&%**5&% Nov 6th Training (*^&%**5&% Nov 6th Training (*^&%**5&% Enroller Portal User Survey	2 2 2 2 2 2 2	eceived Date 023-11-06 023-11-06 023-11-06 023-11-06	Archive Date 2023-11-07 2023-11-07 2023-11-07 2023-11-07	Delegation Tool Start Application Enroller Toolkits My Reports
Notification Id N-000055 N-000055 N-000055 N-000055 N-000049 N-000049	Notification Nov 6th Training (*^6.%**58.% Nov 6th Training (*^6.%**58.% Nov 6th Training (*^6.%**58.% Enroller Portal User Survey Enroller Portal User Survey	2 2 2 2 2 2 2 2 2 2 2	eceived Date 023-11-06 023-11-06 023-11-06 023-11-06 023-11-06 023-11-06 023-11-06	Archive Date 2023-11-07 2023-11-07 2023-11-07 2023-11-07 2023-11-07 2023-11-07	Delegation Tool Start Application Enroller Toolkits My Reports
Notification Id N-000055 N-000055 N-000055 N-000055 N-000049 N-000049 N-000049	Notification Nov 6th Training (*^&%*^\$&% Nov 6th Training (*^&%*^\$&% Nov 6th Training (*^&%*^\$&% Nov 6th Training (*^&%*^\$&% Enroller Portal User Survey Enroller Portal User Survey Enroller Portal User Survey	2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2	eceived Date 023-11-06 025-11-06 025-11-06 025-11-06 025-11-06 025-11-06 025	Archive Date 2023-11-07 2023-11-07 2023-11-07 2023-11-07 2023-11-07 2023-11-07 2023-11-07	Delegation Tool Start Application Enroller Toolkits My Reports
Netification Id N-000055 N-000055 N-000055 N-000049 N-000049 N-000049 N-000049 N-000049	Notification Nov 6th Training (**&%**&% Nov 6th Training (**&%**&% Nov 6th Training (**&%**&% Enroller Portal User Survey	2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2	eceived Date 223-11-06 223-11-06 223-11-06 223-11-06 223-11-06 223-11-06 223-11-06 223-11-06	Archive Date 2023-11-07 2023-11-07 2023-11-07 2023-11-07 2023-11-07 2023-11-07 2023-11-07 2023-11-07 2023-11-07 2023-11-07	Delegation Tool Start Application Enroller Toolkits My Reports
Netification Id N-000055 N-000055 N-000055 N-000049 N-000049 N-000049 N-000049 N-000049 N-000049 N-000049 N-000049	Notification Nov 6th Training (**&%**&% Nov 6th Training (**&%**&% Nov 6th Training (**&%**&% Enroller Portal User Survey	2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2	eceived Date 223-11-06 223-11-06 223-11-06 223-11-06 223-11-06 223-11-06 223-11-06 223-11-06 223-11-06	Archive Date 2023-11-07 2023-11-07 2023-11-07 2023-11-07 2023-11-07 2023-11-07 2023-11-07 2023-11-07 2023-11-07 2023-11-07 2023-11-07 2023-11-07 2023-11-07	Delegation Tool Start Application Enroller Toolkits My Reports
Notification Id N-000055 N-000055 N-000055 N-000049 N-000049 N-000049 N-000049 N-000049 N-000049 N-000049 N-000049 N-000049 N-000053	Notification Nov 6th Training (**&%**\$&% Nov 6th Training (**&%**\$&% Nov 6th Training (**&%**\$&% Enroller Portal User Survey Notification For Testing	2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2	eceived Date 223-11-06 223-11-06 223-11-06 223-11-06 223-11-06 223-11-06 223-11-06 223-11-06 223-11-06 223-11-06 223-11-06	Archive Date 2023-11-07 2023-11-07 2023-11-07 2023-11-07 2023-11-07 2023-11-07 2023-11-07 2023-11-07 2023-11-07 2023-11-07 2023-11-07 2023-11-07 2023-11-07 2023-11-07 2023-11-07	Delegation Tool Start Application Enroller Toolkits My Reports

Entity Tabs and Dropdown Options

Tabs and dropdown options dynamically display based on user role.

(trit)	٩	Search			≜ O -
Home	Entity 🗸	My Team 🗸	My Profile	Resources 🗸	

- Home Navigates the user to the Welcome to your Entity Home Page!
- **Entity** Displays for all Entity staff. Entity dropdown options display for PC and AC users only



	Q	Search							+ 0 -
Home	Entity 🗸	My Team 🗸	My Profile Re:	sources 🗸					
	My Entity								
	Active Dele	gations	Welcom	ne to yo	our Entit	y Home	e Pa	ge!	
	Pending De	legations	Manage your Boo	ok of Busin	ess, assist ye	our consui	ners, a	and more.	
Book of		ations	tal Tier Plan					Quick Links	
		elegations	er Contact	Q 🏶 Add	Chart 🛛 🔻 G	Edit		Secure Mailbox	
Total Re 9	Entity Deleg	ation History						Enroller Toolkits	19
Enroller	Contact 🕇 💌	CalHEERS Case ID ↑	Year of Application	First Name	Middle Name 💌	Last Name 💌	Cust	My Reports	
colin-CAI	E-Coun coun (1)	5193228077 (1)	2023	Shaan	-	Mathur		-	
kane rich	ardson (8)	- (3)	2023	Andy	-	Reed			
			2023	HdBeQrDq	-	KIRhurQH			
			2023	IQIdAGyx		RYUqfdJO			
		5193224695 (1)	2023	DULL		ONE			

- **My Entity** Navigates the user to the *View My Entity* page to view the entity account information
- **Active Delegations** Navigates the user to the *All Active Delegations* list view on the *Delegations* page to view and manage active delegations
- **Pending Delegations** Navigates the user to the *All Pending Delegations* list view on the *Delegations* page to view and manage pending delegations
- **Subsite Locations** Navigates the user to the *Subsite Location(s)* page to view locations for subsites
- **Transfer Delegations** Navigates the user to the *Transfer Delegations* list view on the *Delegations* page to transfer delegations
- Entity Delegation History Navigates the user to the *Entity Delegation History* list view on the *Delegation History* page to view delegation history



• **My Team** – Displays the following options for PC and AC users:



- **Team List** Navigates the user to the *Contacts My Entity Staff* page to view all entity staff
- **Pending Staff Applications** Navigates the user to the *Leads My Pending Staff Applications* page to view and manage staff applications
- Add Counselor Navigates the user to the Add Counselor Information page to add a Counselor
- My Profile tab Navigates Entity staff to the Contact page to view their profile

COMIN	٩	Search		. ≜ (]-
Hom	e Entity 🗸	My Team 🗸	My Profile	Resources 🗸

• **My Delegations** tab – Displays the following links for Counselors:



- **My Active Delegations** Navigates the user to the *My Active Delegations* list view on the *Delegations* page to view active delegations
- **My Pending Delegations** Navigates the user to the *My Pending Delegations* list view on the *Delegations* page to view pending delegations
- My Delegation History Navigates the user to the *My Delegation History* list view on the *Delegation History* page to view the delegation history
- **Resources** Displays for all Entity staff

		C	λ Search			# ⊡ -
+	lome	Entity 🥆	 My Pro 	file My Delegations 🗸	Resources 🗸	
					Enroller Toolkits	
				Welcon	My Reports	ntity Home Page!
				Manage vour Bo	OK OF DUSINESS.	assist vour consumers, and more.

• Enroller Toolkits – Navigates the user to the Enrollment Partner Toolkit page to access additional resources

Enroller Portal Overview Guide

 My Reports – Navigates the user to the *Reports Recent* page to view and generate reports

Entity Dashboard

The *Welcome to your Entity Home Page!* page displays the below tabs for the PC, AC, and Counselors:

• An Enroller Portal Notification tab:

COVERED

- Clicking the Enroller Portal Notification tab displays the Counselor's active notifications sent by the Distribution Services Communications Team. The most recent notification displays at the top of the list.
- Clicking a link from the *Notification* column displays a popup with the notification details

S Enroller Porta	al Notifications		
Notification Id	Notification	Received Date	Archive Date
N-000055	Nov 6th Training (*^&%*^\$&%	2023-11-06	2023-11-07
N-000055	Nov 6th Training (*^&%*^\$&%	2023-11-06	2023-11-07
N-000055	Nov 6th Training (*^&%*^\$&%	2023-11-06	2023-11-07
N-000049	Enroller Portal User Survey	2023-11-06	2023-11-07
N-000049	Enroller Portal User Survey	2023-11-06	2023-11-07
N-000049	Enroller Portal User Survey	2023-11-06	2023-11-07
N-000049	Enroller Portal User Survey	2023-11-06	2023-11-07
N-000054	demo test	2023-11-06	2023-11-07
N-000053	Notification For Testing	2023-11-06	2023-11-07
N-000052	All Entity Users Open Survey	2023-11-06	2023-11-08

- A Notification Archive tab:
 - Clicking the Notifications Archive tab displays a list of the Counselor's archived notifications sent by the Distribution Services Communications Team. The most recent notification displays at the top of the list.
 - Clicking a link from the Notifications column displays a popup with the notification details.



Notification Id	Notification	Received Date	Archive Date
N-000031	Thursday testing	2023-11-02	2023-11-03
N-000011	Notifica	2023-10-30	2023-10-31
N-000010	training demo 1	2023-10-30	2023-10-31
N-000000	Home Page Notification	2023-10-24	2023-10-26

- An Entity Book of Business tab:
 - Clicking the Entity Book of Business tab displays the My Book of Business report, allowing Enrollers to view Consumers in their BoB, apply filters to and edit their BoB, and save or export their BoB. Export options include Formatted or Details Only views
 - Clicking a Consumer's name from the Contact: *First Name* or Contact: *Last Name* columns displays an individual household account or Consumer contact information

	Welcome to your Entity Home Page! Manage your Book of Business, assist your consumers, and more.
Entity Book of Busines Consumers by Metal Tier Plan	
Report: Contact Application and Enrollees Book of Business by Enroller Contact	Q & Add Chart C ¹ Edit

Note: For Counselors, a **My Book of Business** tab displays instead, automatically filtered to Consumers with active delegations along with Consumer, application, eligibility, and enrollment details.

	Home	Enroller Portal Notifications	Notifications Archive	My Book of Business	Consumer Enrollments by Metal Tier
L		Report: Contact Application and Enrollees My Book of Business	5	٩	Add Chart 🝸 C ⁴ Edit 💌
	Total R	ecords			

• A Consumers by Metal Tier Plan tab:



• Clicking the **Consumers by Metal Tier Plan** tab displays the *Enrollment By Metal Tier Plan Type* report, allowing Staff to view the number of Consumers delegated to them for each metal tier plan Level. A Consumers by Metal Tier bar graph is also available

Entity Quick Links

The *Welcome to your Entity Home Page!* displays a *Quick Links* section. The links displayed are based on user role. The *Quick Links* section may contain the following links:

	Q Search			* O -
Ноте	Entity 🗸 My Profile My Delega	ations 🗸 Resources 🗸		
		Welcome to you Manage your Book of Busines	IF Entity Home Page! is, assist your consumers, and more.	
ller Portal Notification	n Notification Archive Book of Busines	s Consumers by Metal Tier Plan		Quick Links
Enroller Porta	al Notifications			Secure Mailbox
10 1 (an P (b) 1 (c) a				Delevative Text
Notification Id	Notification	Received Date	Archive Date	Delegation (do)
N-000055	Notification Nov 6th Training (*^&%*^\$&%	2023-11-06	2023-11-07	
N-000055 N-000055	Notification Nov 6th Training (*^&%*^\$&% Nov 6th Training (*^&%*^\$&%	2023-11-06 2023-11-06	2023-11-07 2023-11-07	Start Application
Notification Id N-000055 N-000055 N-000055	Notification Nov 6th Training (*^&6%*^\$8% Nov 6th Training (*^&6%*^\$8% Nov 6th Training (*^&6%*^\$8%)	Received Date 2023-11-06 2023-11-06 2023-11-06	Archive Date 2023-11-07 2023-11-07 2023-11-07 2023-11-07	Enroller Toolkits
Notification Id N-000055 N-000055 N-000055 N-000049	Notification Nov 6th Training (*^6.56**58.% Nov 6th Training (*^6.56**58.% Nov 6th Training (*^6.%*58.% Enroller Portal User Survey	Received Date 2023-11-06 2023-11-06 2023-11-06 2023-11-06	Archive Date 2023-11-07 2023-11-07 2023-11-07 2023-11-07 2023-11-07	Enroller Toolkits My Reports
Notification Id N-000055 N-000055 N-000055 N-000049 N-000049	Notification Nov 6th Training (*^&%*^\$&% Nov 6th Training (*^&%*^\$&% Nov 6th Training (*^&%*^\$&% Enroller Portal User Survey Enroller Portal User Survey	Received Date 2023-11-06 2023-11-06 2023-11-06 2023-11-06 2023-11-06 2023-11-06	Archive Date 2023-11-07 2023-11-07 2023-11-07 2023-11-07 2023-11-07	Start Application Enroller Toolkits My Reports
Notification Id N-000055 N-000055 N-000055 N-000049 N-000049 N-000049 N-000049	Notification Nov 6th Training (*^&%*^\$&% Nov 6th Training (*^&%*^\$&% Nov 6th Training (*^&%*^\$&% Enroller Portal User Survey Enroller Portal User Survey Enroller Portal User Survey Enroller Portal User Survey	Received Date 2023-11-06 2023-11-06 2023-11-06 2023-11-06 2023-11-06 2023-11-06 2023-11-06	Archive Date 2023-11-07 2023-11-07 2023-11-07 2023-11-07 2023-11-07 2023-11-07 2023-11-07	Start Application Enroller Toolkits My Reports
Notification Id N-000055 N-000055 N-000055 N-000049 N-000049 N-000049 N-000049 N-000049 N-000049	Notification Nov 6th Training (*^&&**5&* Nov 6th Training (*^&&**5&* Nov 6th Training (*^&&**5&* Enroller Portal User Survey	Received Date 2023-11-06 2023-11-06 2023-11-06 2023-11-06 2023-11-06 2023-11-06 2023-11-06 2023-11-06	Archive Date 2023-11-07 2023-11-07 2023-11-07 2023-11-07 2023-11-07 2023-11-07 2023-11-07 2023-11-07 2023-11-07	Start Application Enroller Toolkits My Reports
Notification Id N-000055 N-000055 N-000055 N-000049 N-000049 N-000049 N-000049 N-000049 N-000049	Notification Nov 6th Training (*^&&****** Nov 6th Training (*^&&****** Nov 6th Training (*^&&****** Enroller Portal User Survey	Received Date 2023-11-06 2023-11-06 2023-11-06 2023-11-06 2023-11-06 2023-11-06 2023-11-06 2023-11-06 2023-11-06 2023-11-06	Archive Date 2023-11-07 2023-11-07 2023-11-07 2023-11-07 2023-11-07 2023-11-07 2023-11-07 2023-11-07 2023-11-07 2023-11-07 2023-11-07	Start Application Enroller Toolkits My Reports
Notification Id N-000055 N-000055 N-000055 N-000049 N-000049 N-000049 N-000049 N-000049 N-000054 N-000053	Notification Nov 6th Training (*^6.56**58.56 Nov 6th Training (*^6.56**58.56 Enroller Portal User Survey Enroller Portal User Survey	Received Date 2023-11-06 2023-11-06 2023-11-06 2023-11-06 2023-11-06 2023-11-06 2023-11-06 2023-11-06 2023-11-06 2023-11-06 2023-11-06 2023-11-06	Archive Date 2023-11-07 2023-11-07 2023-11-07 2023-11-07 2023-11-07 2023-11-07 2023-11-07 2023-11-07 2023-11-07 2023-11-07 2023-11-07 2023-11-07 2023-11-07 2023-11-07	Start Application Enroller Toolkits My Reports

- Secure Mailbox Navigates the user to the Secure Mailbox to view messages
- **Delegation Tool** Navigates the user to the *Consumer Delegation* page to delegate an CEC to the case
 - Displays only for Counselors
- **Start Application** Navigates the user to the Consumer Home page to begin a new application on behalf of a Consumer
 - o Displays only for Counselors
- Enroller Toolkits Navigates the user to the Enrollment Partner Toolkit page
 - Displays for PC, AC and Counselors
- **My Reports** Navigates the user to the *Reports* page to view, generate, extract and file available reports. The following reports display: *Recent, Created by Me, Private Reports, All Reports. Recent* is the default view.