

EOIS Case Management System

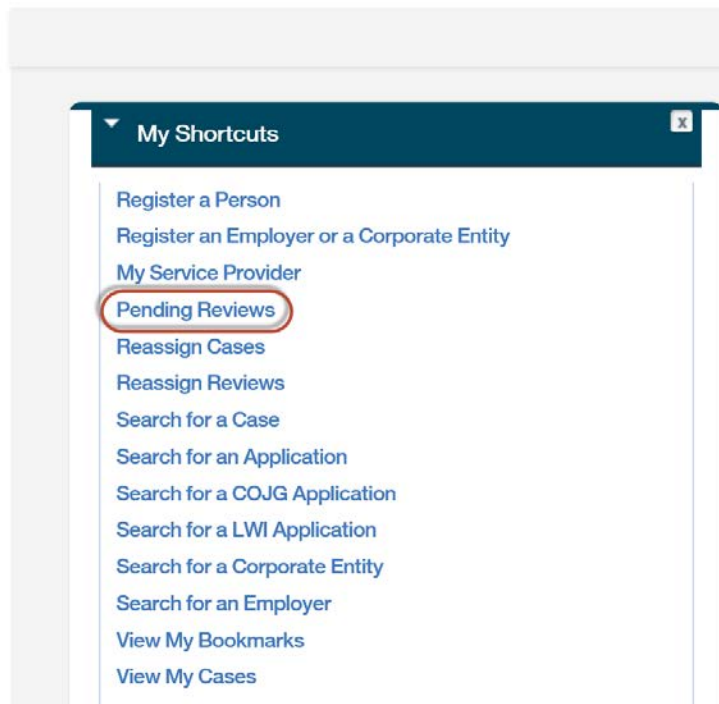
Desk Aid: Accessing and Completing Reviews

➔ Step 1: My Workspace

Select Pending Reviews from the **My Shortcuts**



Welcome to the EOIS Case Management System



➔ Step 2: Pending Reviews

Click on the Review Type for the appropriate case review.



Pending Reviews

Case Reference	Program	Primary Client	Review Type	Review Date
556	Canada-Ontario Job Grant: Participant	Kevin	Outcome at 3 months	25/05/2018
5562561	Canada-Ontario Job Grant: Employer	AIP Connect Inc.	Outcome at 3 months	25/05/2018
556	Canada-Ontario Job Grant: Participant	Kristine	Outcome at 3 months	25/05/2018

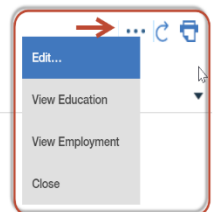
➔ Step 3: My Cases

Click Edit from the **Action Button**.

View Review: Canada-Ontario Job Grant: Participant 556 - Christina 689

Details

Reviewer	Kimberley	Reason	Outcome at 3 months
Scheduled Date	25/05/2018	Actual Start Date	
Expected End Date		Actual End Date	
Outcome		Review Type	System Created
Customer Satisfaction			



Program Specific Outcomes

- The individual has experienced an increase post-participation in either: Income; Hours worked; NOC Code?
- Does the individual feel that they are utilizing the skills acquired in training?
- Does the individual feel they have increased their skill level?
- Does individual feel that their employment situation has improved as a result of training?
- Does the individual feel that they are better equipped to do their existing job as a result of the training?
- Was the job-matched individual retained by the employer beyond the probationary period?
- Did the individual obtain any credential as a result of the training?
- Do you think that Ontario should continue to deliver the Canada-Ontario Job Grant?

➔ Step 4: Modify Review

Complete all required fields, and click Save.



* required field

Details

Reviewer	<input type="text" value="Kimberley"/>			Reason	<input type="text" value="Outcome at 3 months"/>
Scheduled Date	<input type="text" value="25/05/2018"/>			Actual Start Date	<input type="text"/>
Expected End Date	<input type="text"/>			Actual End Date	<input type="text"/>
Outcome	<input type="text"/>			Customer Satisfaction	<input type="text"/>

Program Specific Outcomes

The individual has experienced an increase post-participation in either: Income; Hours worked; NOC Code?

Does the individual feel that they are utilizing the skills acquired in training?

Does the individual feel they have increased their skill level?

Does individual feel that their employment situation has improved as a result of training?

Does the individual feel that they are better equipped to do their existing job as a result of the training?

Was the job-matched individual retained



Save

Cancel

➡ Step 5: View Review

The system will advise the user to update employment and education history accordingly.



E1616: Please update Employment and/or Educational history accordingly.

Pending Reviews

To complete further reviews for the same client, return to **Step 1** and the next review will now appear in the **Pending Reviews** list. This is because EOIS-CaMS “cascades” reviews so that they are completed in the correct order. For example, if the “Outcome at Exit” review has been completed, the “Outcome at 3 months” will now appear in the list.