

UPCOMING WEBINARS

Sick Leave Overview for Providers and Recipients

Live webinars have been scheduled for providers and recipients (June 19 – 21 and June 26 – 28) to learn more about Sick Leave. In these webinars, we will review the instructions for filling out the IHSS Program Provider Sick Leave Request Form (SOC 2302). You will need to use a telephone and a computer to participate in a webinar.

Attending the webinar is optional; it is not mandatory. You do not have to attend the webinar if you do not want to attend.

To sign up and attend a webinar broadcast you must register ahead of time:

- Choose the date and time of the webinar you wish to attend.
- Go to the webinar link below for the date and time and follow the steps to register.
- You will receive a confirmation email with a link to the webinar once you have registered.

On the day of your webinar broadcast do the following:

- Go to your confirmation email and select the link to join the webinar.
 - Call the phone number listed on your confirmation email message 30 minutes before the start of your webinar broadcast.
 - Make sure you log in early. Large audiences are expected to participate.
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- Tuesday, June 19, 2018, 10:00 am - 11:30 am
<https://attendee.gotowebinar.com/register/4026543912920692739>
 - Tuesday, June 19, 2018, 2:00 pm - 3:30 pm
<https://attendee.gotowebinar.com/register/8426970866698843907>
 - Wednesday, June 20, 2018, 10:00 am - 11:30 am
<https://attendee.gotowebinar.com/register/138961068174525699>
 - Wednesday, June 20, 2018, 2:00 pm - 3:30 pm
<https://attendee.gotowebinar.com/register/2231794590227557379>
 - Thursday, June 21, 2018, 10:00 am - 11:30 am
<https://attendee.gotowebinar.com/register/729051366615884803>
 - Thursday, June 21, 2018, 2:00 pm - 3:30 pm
<https://attendee.gotowebinar.com/register/3851099240523058947>

- Tuesday, June 26, 2018, 10:00 am - 11:30 am
<https://attendee.gotowebinar.com/register/7095671192671450627>
- Tuesday, June 26, 2018, 2:00 pm - 3:30 pm
<https://attendee.gotowebinar.com/register/1364713123493679107>
- Wednesday, June 27, 2018, 10:00 am - 11:30 am
<https://attendee.gotowebinar.com/register/9183542618748333571>
- Wednesday, June 27, 2018, 2:00 pm - 3:30 pm
<https://attendee.gotowebinar.com/register/5821439470660471299>
- Thursday, June 28, 2018, 10:00 am - 11:30 am
<https://attendee.gotowebinar.com/register/5389815186060732931>
- Thursday, June 28, 2018, 2:00 pm - 3:30 pm
<https://attendee.gotowebinar.com/register/4140166345023554307>

The webinar scheduled is also available at:

<http://www.cdss.ca.gov/inforesources/IHSS-Providers/Resources/Timesheet-Information>

To claim Sick Leave electronically, you must be registered and have an ETS account. IHSS/WPCS providers who have questions about creating or accessing their ETS account can call the Electronic Timesheet Help Desk during business hours at 1-866-376-7066 (select Option 4). **ALREADY HAVE A REGISTERED ETS ACCOUNT? You are ready to go!**

TO SET UP AND REGISTER YOUR ACCOUNT TO BEGIN CLAIMING SICK LEAVE TIME: Go to the following website to set up an account, select the “New User Registration” link, and follow the online prompts:

<https://www.etimesheets.ihss.ca.gov> If you need help, please call the Electronic Timesheet Help Desk at 1-866-376-7066 (select Option 4).