

Gid Inisyasyon Rapid

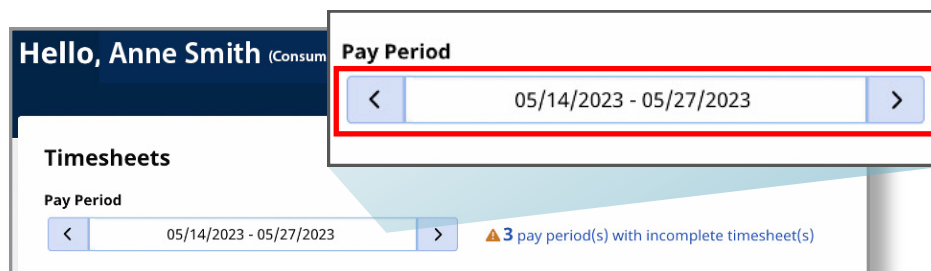
Pou Refize yon Orè Travay

Aprè PCA yo siyen antre ak siyen soti nan Aplikasyon Mobil EVV a, Konsomatè yo pral revize orè travay yo sou Pòtay EVV a. Si yon orè travay te kreye pa erè, Konsomatè a kapab refize orè a lè li swiv konsiy sa yo.

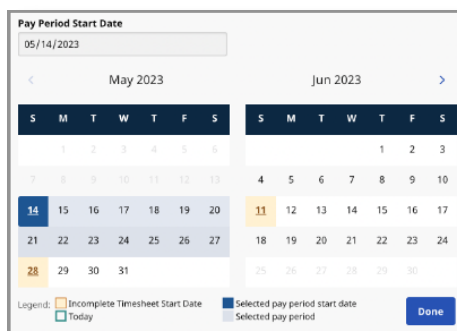
1 Etap 1 - Jwenn yon Orè pou Refize

Paj kontwòl tan an montre kòmansman nan Peryòd Pewòl aktyèl la. Si ou bezwen wè yon peryòd diferan, ou kapab jwenn paj kontwòl tan ou vle a lè w swiv konsiy ki anba a:

1. Klike sou **dat** nan bwat Peryòd Pewòl la pou wè yon kalandriye epi jwenn peryòd ou vle a.



2. Lè kalandriye a parèt, chwazi **dat** Peryòd Pewòl w ap chèche a.



Remak: “Lejann” ki anba bwat la di ou kisa chak dat kolore vle di.

3. Klike sou bouton **Done** (Fini) ki anba kalandriye a.
4. Pou yon fason pi rapid, klike sou flèch agoch oswa adwat yo pou pakouri Peryòd Pewòl yo.
Remake sa se limite pou de Peryòd Pewòl.
5. Klike sou ikòn **Edit** (Modifye) a nan kolòn Action (Aksyon) an.
6. Ou kapab wè jou ki nan Peryòd Pewòl ki seleksyone a.

Si ou bezwen èd detaye, vizite TempusUnlimited.org/EVV-support epi w ap wè Gid Inisyasyon Rapid “Gade yon Paj Kontwòl Tan” an.

2

Etap 2 - Klike sou Bouton Deny (Refize) a

Jwenn orè travay ou vle refize a epi klike sou bouton **Deny** (Refize) a.

Timesheet for John Brown (PCA# 150512)

Consumer (ID) Anne Smith (11K043) Consumer Enrollment mass_health - ffs Timesheet ID 11486029

Pay Period: 06/04/2023 - 06/17/2023

Date	Start Time	End Time	PTO	Location	Serv	Start Time	Shift Status	Action
Sun, 06/04/2023								
Mon, 06/05/2023								
Tue, 06/06/2023	11:00 AM	11:59 PM		Start: Community End: Community	regul		Approve Deny ...	Approve Deny ...
Wed, 06/07/2023	11:36 AM	02:51 PM		Start: Community End: Community	regul		Approve Deny ...	Approve Deny ...
Thu, 06/08/2023								
Fri, 06/09/2023	12:00 PM	05:00 PM	PTO		regul		Approved Deny ...	Approved Deny ...
Sat, 06/10/2023	04:00 PM	11:59 PM		Start: Home End: Home			Approved Deny ...	Approved Deny ...
Sun, 06/11/2023								
Mon, 06/12/2023								
Tue, 06/13/2023								
Wed, 06/14/2023								

3

Etap 3 - Chwazi Rezon an

Yon fenèt **Deny Shift** (Refize Orè Travay) pral parèt. Nan fenèt Deny Shift (Refize Orè Travay) la, chwazi yon **rezon pou refi a** epi tape yon nòt.

Remak: Kòmantè w la pral vizib pou PCA ak Entèmedyè Fiscal Tempus (FI) ou.

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Pay Period: 06/04/2023

Deny Shift

Reason for Denial *Required

This visit was logged in error

Notes *Required

Limit to 500 characters.

Cancel Confirm Denial

4

Etap 4 - Konfime Refi

Klike sou bouton **Confirm Denial** (Konfime Refi) a. Orè travay la refize kounye a.

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Pay Period: 06/04/2023

Date	Start Time	Action
Sun, 06/04/2023		...
Mon, 06/05/2023		...
Tue, 06/06/2023	11:00 AM	...
Wed, 06/07/2023	11:36 AM	...
Thu, 06/08/2023		...
Fri, 06/09/2023	12:00 PM	...
Sat, 06/10/2023	04:00 PM	...
Sun, 06/11/2023		...
Mon, 06/12/2023		...
Tue, 06/13/2023		...
Wed, 06/14/2023		...

Deny Shift [X]

Reason for Denial *Required
This visit was logged in error

Notes *Required
Limit to 500 characters.

Cancel **Confirm Denial**

Ou kapab refize orè travay sou Pòtay EVV a kounyea.