CDWA Event **Registration Guide**

Consumer Direct Care Network Washington (CDWA) is hosting face-to-face community hiring events across the state. Follow the instructions below to successfully register for an appointment. **Registration is required.** We ask that only the person who registers for an appointment attend. If more than one person needs an appointment, please register individually.

(Fia. 01)

Please see the bottom of page 2 for important items to bring to your appointment.

REGISTER FOR AN APPOINTMENT

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Visit <u>ConsumerDirectWA.com</u> and select Percent at the ten of	G Select Language Y	DIRECTMYCARE WEB	IPORTAL V RESOURCES V LANGUAG	Tell Free: 966-214-98 SE SUPPORT ~ CAREERS ~ ABOUT ~ Q	9
select Resources at the top of the page (Fig. 01).	CDWA	-		120	
Click Webinar and Events TRANSITION HIRING					
Calendar (Fig. 02) or visit this link ConsumerDirectWA.com/Schedule/	< PROCESS		(CARE WEB PORTAL ∽	RESOURCES V LANGUAGE S	
Use the calendar to find an event ye on the event to schedule an appoint		< > Tuday April 2022	RING	Case Manager Resources Client Resources Client Responsibility Payment Portal Frequently Asked Questions IP Resources	
 You can also search for an event by name or location (Fig. 04). 			-IRING SSION:	Office Appointments Webinar and Events Calendar Webinar Recordings	
Q. Search for events Find Even	List Month Day (Fig. 04)	900 an - 100 TRANSTON COMMUNITY APPORTMEN 1000 an - 400 N-PERSOLC APPORTMEN EVERET		RING SUPPORTSE UNICOURS	(Fig. 02)
 Some dates have events that do not display on the main calendar. Click on the + More link to see all events for the day (Fig. 05). 			••000 am - 5:00 pm TRANSITION IP	- 3.Маке 7 в тодин - 501 и тодитоли - сомялят и доогност	
 After selecting an event, you will be directed to a registration page. Select your preferred appointment 	TRANSITION IP COMMUNITY APPOINTMENTS: APRIL 8 @ 900 AM - 500 PM "**Transition IPs Only*** Consumer Direct Care Network Washington (CDWA) is hosting in-person community appointments at the Aging as Services Renton office, Priday, April 8: Appointments are open to transition IPs only. If you need assistance with th process, please register for an appointment. Registration is required. To prevent the spread of COVID-19, we ask that only the person who registers for an appointment attend. If more needs an appointment, please register individually.		COMMUNITY APPOINTMENTS: NORTHGATE 9:00 am - 5:00 pm TRANSITION IP COMMUNITY APPOINTMENTS: RENTON 10:00 am - 4:00 pm IN-PERSON HIRING SUPPORT SESSION: QUINCY	(Fig. 05)	
time from the drop down menu (Fig. 06).				(19.00)	
	Email Phone		+ 2 More		
	I'm not a robot				
20220405	REGISTER TO ATTEND		(Fig. 06)	continued o	n next page

- Enter your name, email, and phone number.



Check the I'm not a robot box.



Click Register to attend.



- After registering, a confirmation message will appear. This message is bold at the bottom of the screen and includes your appointment time (Fig. 10).
- You will also receive an email confirming your appointment.
- Some events may be full. If an event is full, please select a different time or day for your appointment.

TRANSITION IP COMMUNITY APPOINTMENTS: RENTON

APRIL 8 @ 9:00 AM - 5:00 PM

Transition IPs Only

Consumer Direct Care Network Washington (CDWA) is hosting in-person community appointments at the Aging and Disability Services Renton office, Friday, April 8. Appointments are open to transition IPs only. If you need assistance with the CDWA hiring process, please register for an appointment. **Registration is required.**

To prevent the spread of COVID-19, we ask that only the person who registers for an appointment attend. If more than one person needs an appointment, please register individually.

Thank you for registering for an appointment at 9:00am PDT. You will receive a confirmation email shortly.

(Fig. 10)

WHAT TO BRING: PLEASE BRING THE FOLLOWING TO YOUR APPOINTMENTS

- Forms of identification to complete your I-9. A list of acceptable documents can be found here: <u>www.uscis.gov/i-9-central/form-i-9-acceptable-documents</u>
- Login information to access your email
 - Several steps of the hiring process require you to have access to your email

For more information about the **Consumer Directed Employer (CDE)** and **CDWA**, visit **www.ConsumerDirectWA.com** 20220405

