

VCW Referral Portal Professional Center Access Request

Affiliated Programs with staff who should have access to the Professional Center include all services provided by American Job Centers (AJC), such as: WIOA Title I (Youth, Adult, Dislocated Worker), Title II (Adult Education) Title III (WP), and Title IV (Vocational Rehabilitation), TANF, SNAP, including community partners who work with clients, etc.

Access to the Professional Center will enable workforce professionals to:

- Create and manage groups of clients for easier reporting and management
- Recommend or assign additional referrals to individuals or a group of individuals
- Custom configuration of participant information
- Access and generate dynamic reports on clients' demographic, barrier, and referral data
- Export data into CSVs
- The universal intake questions gathered through a simplified form.
- Local referrals. All referral resources will be specific to a location.
- Professionals who manage the local referral resource will receive an email notification when a new referral is received.
- Professionals will have the ability to update the referral status.

