

Welcome to the AABD LTC Refresher for Caseworkers!		
Time	Module	Lesson
9:00am - 9:30am	Refresher Presentation	<ul style="list-style-type: none"> Training Agenda Audience input – what to cover?
9:30am - 10:00am	Finding Information	<ul style="list-style-type: none"> How to find cases in IES
10:00am – 10:15am	Break	
10:15am – 11:15am	Application Registration	<ul style="list-style-type: none"> Register an LTC or AABD Assistance Application*
11:15am-12:00pm	Data Collection	<ul style="list-style-type: none"> Perform Data Collection
12:00pm – 1:00pm	Lunch	
1:00pm – 3:00pm	Data Collection	<ul style="list-style-type: none"> Perform Data Collection Cont.
3:00pm – 3:15pm	Break	
3:15pm – 4:15pm	Eligibility/ EDM	<ul style="list-style-type: none"> Running Eligibility and Viewing the Summary Viewing Eligibility Information Summary and Verification Check List (VCL) Upload LTC faxed application Search for a Document
4:15pm – 4:30pm	Open Q&A	<ul style="list-style-type: none"> Q&A from audience
End of Refresher		

*Students will create unique cases based on the Helena (LTC) or Gwen (HBWD) exercise information from training.