



STATE OF WASHINGTON  
**DEPARTMENT OF SOCIAL AND HEALTH SERVICES**  
*COMMUNITY SERVICES DIVISION*  
*Economic Services Administration*  
*Post Office Box 45440 Olympia WA 98504-5440*

February 28, 2008

TO: All WorkFirst Staff

FROM: Dori Shoji, Interim Director  
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SUBJECT: **RELEASE OF THE WORKFIRST OPERATIONAL REPORTS (February/March 2008)**

We are excited to announce the release of partner specific versions of the Customer Accountability Summary Report (CAR) and Caseload Management Report (CLMR). These reports will be available:

- February 29 – CTED CLMR
- March 7 – Partners CAR
- March 21 – Colleges and other contracted providers CLMR

The ESD version of the CLMR was released on January 11, 2008.

The CAR and CLMR are eJAS tools that provide users with WorkFirst participation information. These reports will assist ALL partners to:

- Monitor and manage participation of parents in the WorkFirst caseload.

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- Provide consistent information to help achieve full participation.
- Enhance partner collaboration and communication to maximize countable participation opportunities.

Future training will be offered through the WorkFirst partnership.

Please direct eJAS Technology related questions to the DSHS eJAS Help Desk at 360-664-4560 or the ESD eJAS Help Desk at 360-438-3183. For any other questions, please contact your agency leads:

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