



Provider Management Role in IWDS 2.0

IWDS 2.0 TECHNICAL TRAINING DOCUMENTS



Purpose

This document explains the permissions available to an IWDS 2.0 user with the Provider Management role.



Audience

This document is designed to inform IWDS users about user roles.



How Access Works

Access is based on two simple things: where you work (Location) and what you're allowed to do (Role).



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Location defines where a user can do something — statewide, an LWIA, or a single office.

Role defines what a user can do — the functions and records they can reach.

The Provider Management role has full access to the Entity Management, Manage Provider Relationships, and Training Program Review

- This role is meant for LWA, LWIB and State ETPL coordinators to manage providers
- Provider Managers do not have access to customers or grant management
- Entity providers have different roles that are granted when they apply to be on the ETPL.



Permissions Granted

System steward for provider organization records, relationships, and ETPL information: provider profiles,

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certifications, and program affiliations. Does not include direct customer case management.

Permission	Description	Scope
ENTITY & PROVIDER MANAGEMENT		
Entity management tools <i>entity-management-browse</i>	Allows a user to access the Entity Management section under Management Tools.	LWIA
Update provider <i>entity-management-update</i>	Allows a user to update the name and information of a provider.	LWIA
ETPL admin tools <i>ETPL-browse</i>	Allows a user to access the ETPL section under Management tools.	None
ETPL review tools <i>ETPL-review</i>	Allows a user to access the Eligible Training Program Review section under Management Tools.	None
Manage provider relationships <i>provider-relationship-browse</i>	Allows a user to access the Manage Provider Relationships section under Management Tools.	LWIA
Assign ITA training provider user <i>provider-ita-user-assign</i>	Can set the 'ITA Training Provider User' checkbox for another contact.	None
View provider document <i>provider-document-view</i>	Allows a user to preview a document on the provider Documents tab in an in-browser modal.	LWIA, ETPL
Download provider document <i>provider-document-download</i>	Allows a user to download a document from the provider Documents tab.	LWIA, ETPL
Add provider document <i>provider-document-create</i>	Allows a user to upload a new document from the provider Documents tab (Add File).	LWIA, ETPL
Update training program <i>training-program-update</i>	Allows a user to update the Training Program details.	LWIA, ETPL



Granting Role Access

Account managers can grant and remove access to users. Connect with the Account Manager at your location for this access.



Provider Management Role

The Provider Management role can edit entity and provider information, approve and renew training plans

- For other resources to perform the provider manager role, please view the [Entity Management Quick Start Guides](#).

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The Illinois workNet Center System, an American Job Center, is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. All voice telephone numbers may be reached by persons using TTY/TDD equipment by calling TTY (800) 526-0844 or 711. This workforce product was funded by a grant awarded by the U.S. Department of Labor's Employment and Training Administration.

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