What's New - Release Notes

Check out the additions and changes with each new release of eTime.

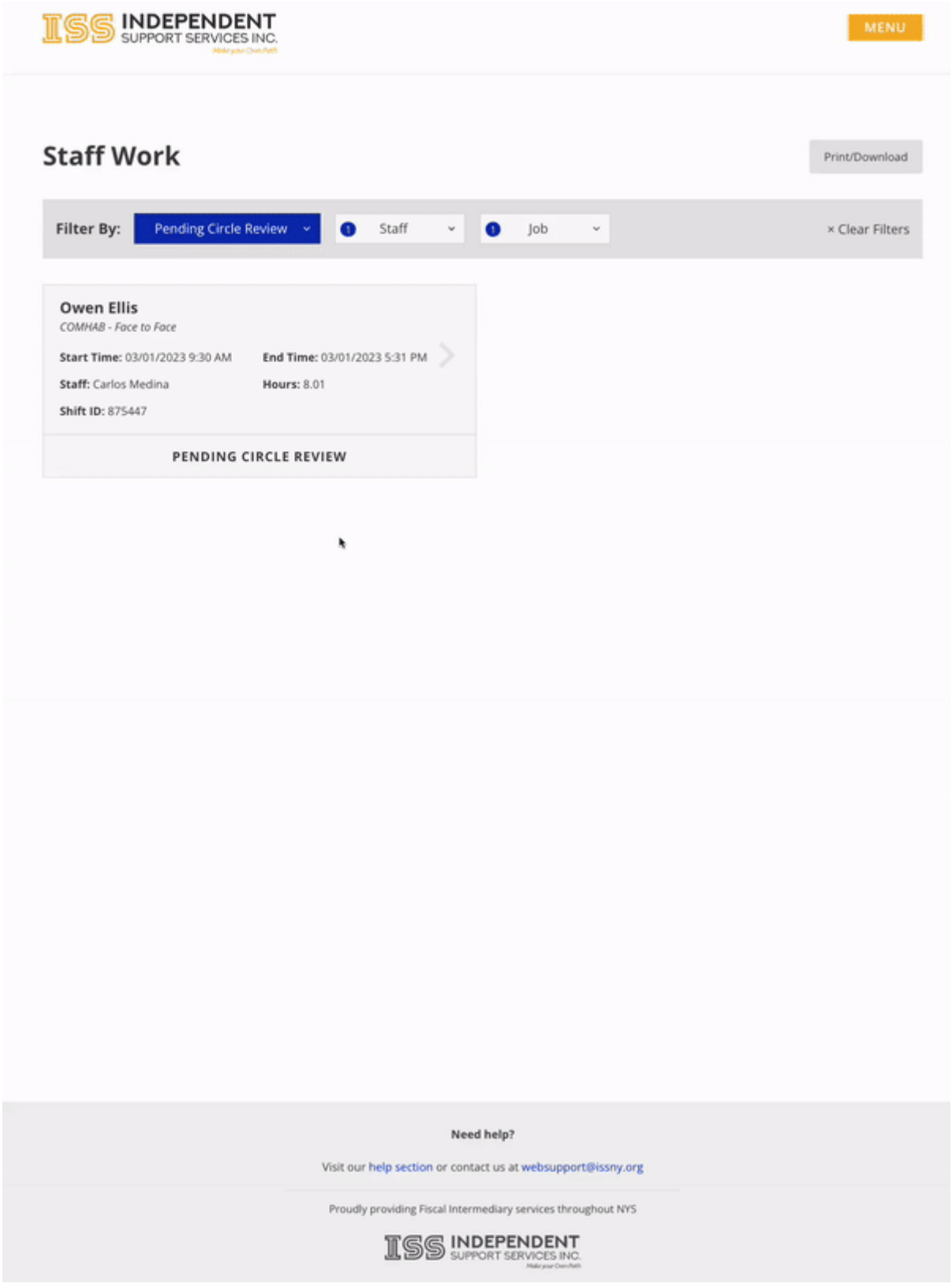
- Portal Update - My Work and My Staff Work 2023
- Release 139 - 3/25/2021
- eTime 1.6 - Released December 22, 2020
- eTime 1.5.1 - Released December 10, 2020
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Portal Update - My Work and My Staff Work 2023



Attention all users!

The portal now has some exciting changes. We've been working hard to improve a variety of things. We've made the My Work page easier to use for support staff and the My Staff Work page easier to use for circle of support, while making sure you can still do everything you need to on those respective pages. We've made them more streamlined and modern, with a focus on making the most important information more prominent.



Reduced clutter and simplified design make it easier to find and do what you need.

Improvements include:

- Improved workflow and design of the My Work and My Staff Work pages.

- Improved and expanded filter options.
- Improved mobile experience of list views.
- Various bug fixes.
- Back-end performance enhancements.

Check out these updated help pages:

- Navigating and Finding Shifts
- Reviewing a Shift
- Circle-Side Overlaps
- Requesting/Submitting Time Off
- Deleting a Shift

Updated 07/24/23.

Release 139 - 3/25/2021

- Shifts longer than 24 hours will now require the support staff and circle approver to each provide an explicit reason to submit it and approve it, respectively.
- Fixes to viewing event details on the My Work page.
- Fixed a bug on the login page that sometimes appeared when notification banners were present.
- Improved the experience for adding events to forgotten shift.
- Added a new Time Off type, *VXPAY*.

Updated 03/25/21.

eTime 1.6 - Released December 22, 2020

This release of eTime sees some big changes for staff. Below is a list of what is new.

https://player.vimeo.com/video/1132633184

- Brand new workflow for clocking in and out of shifts. The new workflow allows eTime to be more specific about when it requests to use the staff's location.
- eTime now only asks to use the staff's location when providing ComHab and Respite services in the Home. eTime will no longer use the staff's location when they are working in the Community.
- eTime now requires that staff indicate when they arrive or depart the participant's home during a shift.
- Circle approvers will now see the address and distance eTime used to verify the staff's location as Home.

Updated 10/31/25.

eTime 1.5.1 - Released December 10, 2020

The following updates were made in this release of eTime.

- Increased the size of the geofence used for Home/Community determination of EVV
- When changing start or end location from Community to Home, staff can now select an existing address rather than typing in the address every time. Only valid service addresses that ISS has on file will be shown as options to select.
- Added a delete button to the shift detail screen in eTime Live, allowing staff to delete a shift without having to finalize it.
- Fixed a bug that prevented staff from submitting a shift if they selected an event but not an activity for the shift. Now, if staff select an event for a shift, they can submit the shift without also selecting an activity.
- Added some verbal clarification about events when selecting activities. It is now more clear that selecting an event is optional, and examples of each event type have been added.
- Staff can no longer add a new event until details for all existing events have been completed.
- Renamed the button on staff's home page that starts a new shift to say "Start Shift" to match the same functionality on the eTime Live screen.
- Removed the In-Progress Job Periods widget from the home page, instead replacing its functionality with clearer options.
- Added Draft and Incomplete shifts to the Take Action widget on the home page, so now staff can see in one place all actions they need to take on their shifts.
- Added a button in the Today's Time widget on the home page to go directly to the My Work page.
- Changed the visibility of the Go To eTime button from only showing on narrow screens to always display.
- Renamed My History to My Payment History for clarity.
- Changed the Shifts tab on the My Work page to show Incomplete shifts.
- Made changes to the overlap review screen for circle approvers to show the detail for the overlapping shift in the same window rather than opening a new tab.

Updated 12/10/20.

NOTICE: eTime Entry is Going Away

As of midnight between 12/6/2020 and 12/7/2020, eTime Entry will no longer be available as an option to record time for dates 12/7/2020 and beyond, with the exception of Time Off. eTime Entry will remain available to enter shifts occurring prior to 12/7/2020 until 12/21/2020. On 12/21/2020, eTime Entry will only be available to enter Time Off.

Support Staff - How does this affect you?

All new, non-PTO **shifts must be recorded using eTime Live** starting 12/7/2020, regardless of the job you are working.

Circle Approvers - How does this affect you?

Nothing will look or function differently for you. But do know that your participant's support staff will not be able to enter their time retroactively starting 12/7/2020. They must record it in real time using eTime Live, regardless of the job.

Updated 11/18/20.

eTime 1.5 - Released October 30, 2020

https://player.vimeo.com/video/857649548

- Introduction of the concept of the *shift* and the *job period*.
- Changed submission model to individual shifts rather than entire timesheets
- Made the method options available for a shift easier to understand
- Added the ability to add sub-events to a shift
- Added the ability for ISS to return shifts to the staff for corrections
- Added the Checks view for support staff
- Updated the time review/approval screen to accommodate individual shift submission
- Improved interface for staff to handle participant overlaps

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Updated 10/31/25.

eTime Timesheet Live Early Access - Released July 31, 2020

https://player.vimeo.com/video/857649535

Here's what's new and changed in this release of eTime:

- Added the Timesheet Live timer. Click here to learn more.
- Added the **Today's Time** widget on the home page for Support Staff. This allow you to access the timer while on desktop.
- Added the **In-progress Timesheets** widget on the home page for Support Staff and the Circle.
- Timesheet Entry and Timesheet Live entries are combined into a single timesheet per job per pay period.
- In Timesheet Entry, you must now select the pay period.
- In Timesheet Entry, AM/PM must be explicitly chosen.
- The View All Timesheet page is now split into In-Progress and Paid timesheets.
- The timesheet summary page for Support Staff has been updated. It now shows the source of each line (Timesheet Entry or Timesheet Live)
- The timesheet summary page for Support Staff now allows you to add time to the timesheet without leaving the page.
- Overlap Review for the Circle has been updated to show the overlapping line(s), not just a Timesheet ID.

Updated 10/31/25.

Keynote - Timesheet Live

https://player.vimeo.com/video/857649489

Updated 10/31/25.

Keynote - eTime

https://player.vimeo.com/video/857649459

Updated 10/31/25.