

Career Boost Access

Do you have Workday access?

YES

NO

Are you a Career Boost/STEP provider delivering services through:

WSPM N/NE or any other partners

WSPM Gresham, WSPM SE, or WSPM BH/Tigard

Please email CareerBoost_SNAP@worksystems.org and Cc your WSI Contract Manager with the information requested under "More About Step 1" on [Knowledge Base](#)

Your supervisor will work with OED to set up your Contingent Worker (CW) Workday account

Will you be entering data in iMS and need iMS access?

NO

YES

Make sure you are completing the four required ODHS Annual Compliance trainings annually. Please see [Knowledge Base](#) for more information.

If you need Career Boost I-Trac access, please email CareerBoost_SNAP@worksystems.org.

Please email CareerBoost_SNAP@worksystems.org and Cc your WSI Contract Manager with the information requested under "More About Step 1" on [Knowledge Base](#)

Please Note:

If you need Workday **and** iMS access, please send CareerBoost_SNAP@worksystems.org one email request. You do not need to send two separate emails.