

NAVIGATOR & CAC NEWSLETTER

A monthly newsletter brought to you by Georgia Access

10.24.2024

IN THIS EDITION



Certification and Licensure



Entity Portal



Reporting Reminders

Certification and Licensure

As you know, Georgia Access Open Enrollment (OE) 2025 period is around the corner. Individual Navigators and CACs are required to complete the Georgia Access certification training and obtain a State of Georgia License by November 1st. Navigators and CACs are encouraged to confirm they have selected the correct training before beginning and completing the final assessment. Due to a delay in finalizing the updated Georgia Access Specialist license requirements for CACs, **we are now encouraging all CACs to complete pre-licensure training and pay the \$55 fee** to be prepared to assist consumers beginning on 11/1.

Georgia Access Entity Portal

The Georgia Access entity portal is now live! Navigator Grantees and CDOs received an email on 10/15 with a link to activate their entity portal and add their affiliated Navigators/CACs. After Navigator Grantees and CDOs have added their **certified and licensed** Navigators and CACs, Navigators and CACs will receive an email to activate their entity portal profile. Please note that activation links expire 24 hours after being sent. Navigators and CACs are encouraged to activate their entity portal profiles before 11/1. For support regarding entity portal activation links, please contact the Georgia Access Contact Center at 1-888-312-4237 or the assister inboxes.

Outreach Toolkit

Outreach toolkit collateral is now available! This release includes additional collateral in English and Spanish, both digital and print resources, including posters, flyers, and postcards that can be shared through social media channels or during in-person or virtual events. Assisters are encouraged to follow, connect, and engage with Georgia Access through the social media accounts outlined in the toolkit.

Reporting updates and reminders

Reporting requirements for Navigator Grantees and CDOs have been changed to provide organizations with more time to reconcile their data, including outreach information and expenses. The first Navigator Grantee reporting deadline is the monthly report due on November 15, 2024, and will include activities conducted and expenses incurred between October 1 and October 31, 2024. Navigator Grantees must submit monthly reports to Navigators@GeorgiaAccess.ga.gov. The first CDO quarterly report is due on December 13, 2024 (Dec 15 falls on a weekend), and will include activities conducted between October 1 and December 31, 2024. CDOs must submit quarterly reports to CDOs@GeorgiaAccess.ga.gov.

Upcoming Outreach Events

Georgia Access is interested in learning more about the upcoming events your organization is participating in, so we have better understanding of where our assisters are connecting with Georgians around the state. Our team is requesting that Navigator Grantees and CDOs notify us via email of upcoming events they are facilitating or attending. This is in addition to reporting event participation in required reports.

Key Dates to Remember



Resources

- Visit the [Georgia Access website](https://GeorgiaAccess.gov) for information regarding the Georgia Access Navigator and CAC programs.
- Visit certification.georgiaaccess.gov to access the Georgia Access certification training and final assessment.
- For Georgia Licensure requirements and application process, Navigators and CACs are to go to the OCI website <https://oci.georgia.gov/agents-agency-licensing/navigators-and-georgia-access-specialists-cacs> or call OCI licensing support at (404) 656-2070 or (800) 656-2298, toll-free
- Visit <https://www.sircon.com/landingPages/states/georgia/content.jsp> to apply for a license, check the status of a license or application.
- Email questions to Navigators@GeorgiaAccess.ga.gov or CDOs@GeorgiaAccess.ga.gov
- Contact the Georgia Access Contact Center at 1-888-312-4237

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You are receiving this email because you were identified as a Navigator or CAC by your affiliated organization.

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