

# IHSS Electronic Services Portal (ESP)

## Be the Driver of your Timesheets.

Available in:  
English, Spanish,  
Chinese and Armenian

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IHSS Public Authority

Register to  
Access timesheets  
& payroll  
information using  
your phone, tablet,  
or computer!

## Your Information, on Your Time 24/7

### Easy Process

**You must receive your first set of timesheets to obtain your provider number and enroll in the EPS website.**

Utilize the Electronic Portal in order to access your information when you need it, on your own time!

You can view your timesheet/payment status and enroll or update your direct deposit, all from your phone or computer!

### Timesheets

- Online Enrollment for E-Timesheets
- View Timesheet Status
- Enter & Submit Timesheets  
(If client elects to use ETS feature)

### Other Actions

- View Payment Status
- Enroll in Direct Deposit
- Update your Direct Deposit
- Claim/Submit Sick Leave
- Obtain Timesheets

### To Register

Information needed:

- Name
- Date of Birth
- 9 digit Provider ID
- 7 digit Case Number
- Active Email Address
- Last 4 of SSN

<https://www.etimesheets.ihss.ca.gov>

For Portal Help: (866) 376-7066 Option 4

IHSS Public Authority  
24 S. Hunter St Rm 5  
Stockton, CA 95202

## ***New Online Services Are Available for Providers Through the Electronic Services Portal!***

The **E**lectronic **S**ervices **P**ortal (**ESP**) is a website that allows you to save time and take care of all your payroll needs online

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Easy Process = Faster Payment

### ***There are benefits to using the ESP:***

- Complete and submit **Electronic Timesheets**
- View your **payment status and history**
- Sign-up for and make changes to your **Direct Deposit**
- Submit **Sick Leave Claims**

*If your recipients decide to NOT register and enroll at the ESP you can still view your payment status and history, sign-up for Direct Deposit, and submit your Sick Leave Claim through the **ESP**.*

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Both you and your recipient may [register](http://www.etimesheets.ihss.ca.gov) for the Electronic Services Portal at:  
[www.etimesheets.ihss.ca.gov](http://www.etimesheets.ihss.ca.gov)

ESP screens are now available in Spanish, Chinese, and Armenian.

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### ***You will need the following information to register:***

Your name – Nine digit provider number – Date of birth – Last four digits of your social security number – A valid e-mail address

### ***What if I need help or have questions?***

Contact the Help Desk at **866-376-7066 Option #4**

View the [Provider Registration](http://www.cdss.ca.gov/inforesources/IHSS-Providers/Resources/Electronic-Services) webcast on YouTube or at the CDSS website:  
[www.cdss.ca.gov/inforesources/IHSS-Providers/Resources/Electronic-Services](http://www.cdss.ca.gov/inforesources/IHSS-Providers/Resources/Electronic-Services)

View the [Electronic Services Portal Website: Overview](http://www.cdss.ca.gov/inforesources/IHSS-Providers/Resources/Electronic-Services) webcast on YouTube or at the CDSS website:

[www.cdss.ca.gov/inforesources/IHSS-Providers/Resources/Electronic-Services](http://www.cdss.ca.gov/inforesources/IHSS-Providers/Resources/Electronic-Services)