



PROPRIETARY NOTICE

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(This document was last revised on 20/Mar/25)

## 2.16.08 Improvements

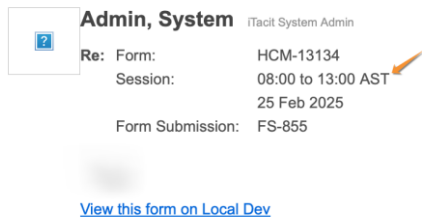
If you have any questions or would like more information on any of the items described here, please contact the iTacit Help Desk ([helpdesk@itacit.com](mailto:helpdesk@itacit.com)).

## Improvements and Fixes

### Training & Education

#### Course Notifications: Session Timezone ([HCM-17949](#))

Course email notifications now include the timezone for the session start/end times.




#### Course Completions: Packaged courses going from Completed to In Progress ([HCM-17973](#))


An issue has been resolved where in some instances users had successfully completed a packaged course, but the course reverted back to "in progress" within the same minute.

### General Configuration

#### Employee Manager: Export in Employee Upload Format ([HCM-16587](#))

A new option called 'Export in Employee Upload Format' has been added to the 'Actions' option of the Employee Manager. Clicking on the 'Export in Employee Upload Format' item will download the employees listed in the Employee Manager to an Excel spreadsheet that is pre-formatted in the format required for the Employee Uploader.





**Blando, Lugene**  
 ITacit System Admin (role ended),  
 NB Nursing Homes

Sign Out  
 Français

Menu
 Home
 Employees x

Search
 New
 Edit
 Delete
 Action

Last Name  
 yatz

First Name

Username

Employee #

E-mail Address

Role  
 (All)

Business Unit  
 (All)

Job Classification  
 (All)

More search options >>

Must have all roles selected above ☐
 Must be in all business units selected above ☐
 Must have all job classifications selected above ☐

Send Message
 Row count
 Export
 Export Employee Roles
 Export in Employee Upload format

|                          | Name            | E-mail Address            | Employee # | Default Role   | Belongs to Business Unit            | Reports To                          | Reports To Manager(s)              | Employee Since | Active |
|--------------------------|-----------------|---------------------------|------------|--|-------------------------------------|-------------------------------------|------------------------------------|----------------|--------|
| <input type="checkbox"/> | Yatz, Abby      | dylan.paul@itacit.com     |            | Network Administrator, Application Services (AS) Chalmer...  | Fredericton Hospital ~ Salem Health | Human Resources Coordinator, Sal... | Yatz, Frank<br>SSOlevdonina, Sasha | 01 Dec 2015    | Yes    |
| <input type="checkbox"/> | Yatz, Barb      | lugene.blando@itacit.com  |            | Network Administrator, Application Services (AS1) George ... | Moncton Hospital ~ Salem Health     | Human Resources Coordinator, Sal... | Yatz, Frank<br>SSOlevdonina, Sasha | 01 Dec 2015    | Yes    |
| <input type="checkbox"/> | Yatz, CEO       | gail.walsh@itacit.com     |            | CEO, Salem Health  |                                     |                                     |                                    | 01 May 2023    | Yes    |
| <input type="checkbox"/> | Yatz, Charlotte | dylan.paul@itacit.com     | A45863-8   | Food Service Manager, Food Services (FS) Chalmers Hos...     | Fredericton Hospital ~ Salem Health | Human Resources Coordinator, Sal... | Yatz, Frank<br>SSOlevdonina, Sasha | 01 Dec 2015    | Yes    |
| <input type="checkbox"/> | Yatz, David     | oleksandra.ievdonina@i... | 0000000... | Cook, Food Services (FS) Chalmers Hos...                     | Fredericton Hospital ~ Salem Health | Human Resources Coordinator, Sal... | Yatz, Frank<br>SSOlevdonina, Sasha | 01 Dec 2015    | Yes    |
| <input type="checkbox"/> | Yatz, Ernie     | gail.walsh@itacit.com     |            | Human Resources Assistant, Human Resources (HR) Chalmers ... | Fredericton Hospital ~ Salem Health | Human Resources Manager, Huma...    | Yatz, Gina                         | 01 Dec 2015    | Yes    |
| <input type="checkbox"/> | Yatz, Frank     | dylan.paul@itacit.com     | 0000000... | Human Resources Coordinator, Salem Health                    |                                     | Human Resources Vice President, ... | Yatz, Fred                         | 01 Dec 2015    | Yes    |
| <input type="checkbox"/> | Yatz, Fred      | lugene.blando@itacit.com  |            | Human Resources Vice President, Salem Health                 |                                     | CEO, Salem Health                   | Yatz, CEO                          | 01 Dec 2015    | Yes    |
| <input type="checkbox"/> | Yatz, Gina      | lugene.blando@itacit.com  |            | Human Resources Manager, Human Resources (HR) Chalmers ...   | Fredericton Hospital ~ Salem Health | Human Resources Coordinator, Sal... | Yatz, Frank<br>SSOlevdonina, Sasha | 01 Dec 2015    | Yes    |
| <input type="checkbox"/> | Yatz, Harry     | lugene.blando@itacit.com  |            | Human Resources Manager, Human Resources (HR1) George ...    | Moncton Hospital ~ Salem Health     | Human Resources Coordinator, Sal... | Yatz, Frank<br>SSOlevdonina, Sasha | 01 Dec 2015    | Yes    |
| <input type="checkbox"/> | Yatz, Ian       | luene.blando@itacit.com   |            | Human Resources Assistant.                                   | Moncton Hospital ~                  | Human Resources Manaoger. Huma...   | Yatz, Harv                         | 01 Dec 2015    | Yes    |

## Forms & Checklists

### Form Submission Manager - Assign form to employees: Permission Group Assignees ([HCM-18196](#))

The Assign Form To Employees option within the Form Submission Manager has been corrected to properly assign the form when a Permission Group is used.



## Form Submission Manager: Increase timeout threshold ([HCM-18114](#))

The timeout threshold in the Form Submission Manager has been increased to allow larger search queries to fully complete when needed.

## Form Submission Manager: New attachments indicator icon ([HCM-18023](#))

An new Attachments indicator has been added to the Form Submission List window. When the attachments indicator is visible, the Form Submission contains one or more attachments.

The screenshot displays the Form Submission Manager interface. On the left, there are search filters for Form, Uses, Form Submission #, Subject search options (Job Classification, Business Unit, Employee), Assignee search options (Assigned to, Specific Employee, Job Classification, Business Unit, Employee), and Advanced search options (Active employees, Status, As of (from - to)). The main area shows a table with columns: Form, Form Submission #, Status, As of, Due, and Score/Result. A single row is visible with the following data: ANB Daily Checklist ACP - DO NOT MODIFY, FS-1009, In Progress, 20 Mar 2025 15:24. An orange arrow points to a small icon in the top right corner of the table row, indicating an attachment.

## Performance Optimization: Form Submission Manager Search By Submission Number ([HCM-18073](#))

Performance improvements have been made to the Form Submission Manager when searching by Form Submission Number.

## Performance Optimization: Form Submission Manager List Page ([HCM-18056](#))

Performance improvements have been made to the list page of the Form Submission Manager.