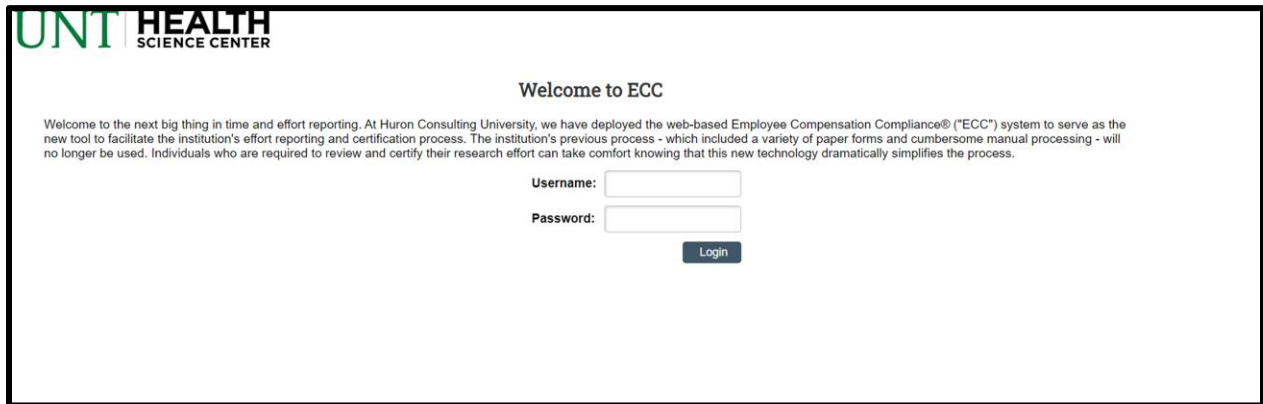


EFFORT STATEMENT PRE-REVIEW – DEPARTMENT ADMINISTRATOR

1. Access ECC for your certification pre-review through the email you received or by going directly to the ECC environment at <https://unthsc.huronecc.com/ecc/>.
2. Log into the application with your UNTHSC username/password.



UNT HEALTH SCIENCE CENTER

Welcome to ECC

Welcome to the next big thing in time and effort reporting. At Huron Consulting University, we have deployed the web-based Employee Compensation Compliance® ("ECC") system to serve as the new tool to facilitate the institution's effort reporting and certification process. The institution's previous process - which included a variety of paper forms and cumbersome manual processing - will no longer be used. Individuals who are required to review and certify their research effort can take comfort knowing that this new technology dramatically simplifies the process.

Username:

Password:

Login

3. You are viewing the home page. The home page will display your worklist. The worklist displays three sections:
 - a. Statements Awaiting Certification
 - b. Associated Certifiers
 - c. Associated Projects

UNT

HEALTH
SCIENCE CENTER

Enter Search Criteria

Q

Hello, Stevie Wonder

Home

Confirm

Manage

Reports

Administration

Links

Home Page

About

Work List for Stevie Wonder

?

Welcome to the **Employee Compensation Compliance® ("ECC")** effort reporting system. The tabs below list all of the effort certification tasks that require your attention - whether it is certifying statements, processing statements, or following up on outstanding statements. To view and resolve the specific task, select the link in the task description.

Statements Awaiting Certification (0)

Associated Certifiers (127)

Associated Projects (27)

Statement Owner	Department	Period	Due Date	Type	Status	PI
Allen, Michael	302800-Microbiology, Immunology & Gene	Fall 2018	12/31/2019	Base	Ready for Certification	
		Spring 2019	12/31/2019	Base	In Progress	
		Summer 2019	01/31/2020	Base	In Progress	
		Fall 2019	03/16/2020	Base	In Progress	
Ambers, Angela	302800-Microbiology, Immunology & Gene	Fall 2018	12/31/2019	Base	Ready for Certification	
Basu, Alakananda	302800-Microbiology, Immunology & Gene	Fall 2018	12/31/2019	Base	Ready for Certification	
		Spring 2019	12/31/2019	Base	In Progress	

4. The goal is to Pre-Review all Effort Statements for all of your assigned faculty and labs (listed under the Associated Certifiers tab, or by navigating to 'Confirm' menu option -> 'My Effort Statements'.
5. From the Home page, click on any link to be directed to the Effort Statement to begin the pre-review process.

Give the specific task, select the link in the task description.

Associated Certifiers (116)		Associated Projects			
Department	Period	Due Date	Type	Status	PI
303300-Biostatistics&Epidemiology	Fall 2018	12/31/2019	Base	Ready for Pre Review	
300690-Family Medicine	Fall 2018	12/31/2019	Base	Ready for Pre Review	
300690-Family Medicine	Fall 2018	12/31/2019	Base	Ready for Certification	
	Spring 2019	12/31/2019	Base	In Progress	
300690-Family Medicine	Fall 2018	12/31/2019	Base	Ready for Pre Review	
	Spring 2019	12/31/2019	Base	In Progress	
	Summer 2019	01/31/2020	Base	In Progress	
	Fall 2019	03/16/2020	Base	In Progress	
300690-Family Medicine	Fall 2018	12/31/2019	Base	Ready for Certification	

6. The Effort Statement
 - a. is split into two sections, Sponsored and Non-Sponsored
 - b. lists all Payroll, Committed Effort, and UNTHSC Paid Effort (cost share) for each account that has salary charges, as well as the Certified Effort

Accounts	Total Payroll \$	Committed Effort	Payroll	UNTHSC Paid Effort	Computed Effort	Certified Effort	Certify?
Sponsored Projects							
RF30000 Soft-Robotic Glove for Cerebral Palsy Hand Rehabilitation (REHAB Glove)	\$9,024.70	17 %	8 %	0 %	8 %	\$ 8 %	☐
RF30002 Soft-Robotic Glove for Cerebral Palsy Hand Rehabilitation (REHAB Glove)	\$0.00	2 %	0 %	0 %	0 %	\$ 0 %	☐
RP20017 Effects of OMT on Gait Kinematics and Postural Control in Parkinson Disease	\$0.00	12 %	0 %	0 %	0 %	\$ 0 %	☐
Sponsored Projects Total:	\$9,024.70	31%	8%	0%	8%	8%	
Non Sponsored							
300690 Family Medicine	\$99,315.30	0 %	92 %	0 %	92 %	\$ 92 %	☐
Non Sponsored Total:	\$99,315.30	0%	92%	0%	92%	92%	
Grand Total:	\$108,340.00	31%	100%	0%	100%	100%	

Get Help

7. On Effort Statement, review all sponsored accounts, payroll percentages and computed effort for inaccuracies.
 - a. Toggle to \$ or run the payroll report to view dollars associated to the effort statement
 - b. If the Effort Statement looks incorrect or needs additional accounts, use the 'on hold' check box to place the Effort Statement on hold and prevent it from being released to the faculty member until a cost transfer as been completed

Accounts	Total Payroll \$	Committed Effort	Payroll	UNTHSC Paid Effort	Computed Effort	Certified Effort	Certify?
Sponsored Projects							
RI10080 Evaluating patient safety through a comparison of oral chemotherapy management from an in-house specialty pharmacy versus external sp	\$ 0.00	1 %	0 %	0 %	0 %	\$ 0 %	☒
RP20006 The Osteopathic Approach to Chronic Pain	\$ 0.00	2 %	0 %	0 %	0 %	\$ 0 %	☒
RP20028 The Osteopathic Approach to Chronic Pain Management: Assessing its Biopsychosocial Processes and Relationships to Clinical Outcomes	\$ 2,733.84	0 %	3 %	0 %	3 %	\$ 3 %	☒
RP20051 The Effects of Lymphatic Pump Treatment on the Immune Response During Acute Pneumonia	\$ 2,186.96	0 %	2 %	0 %	2 %	\$ 2 %	☒
Sponsored Projects Total:	\$4,920.80	21%	5%	0%	5%	5%	
Non Sponsored							
300600 Office of the Dean-TCOM	\$ 8,201.44	0 %	7 %	0 %	7 %	\$ 8 %	☒
303000 SPH-Deans Office	\$ 52,488.96	0 %	48 %	0 %	48 %	\$ 48 %	☒
330080 Institute for Patient Safety	\$ 43,740.80	0 %	40 %	0 %	40 %	\$ 40 %	☒
Non Sponsored Total:	\$104,431.20	0%	95%	0%	95%	96%	
Grand Total:	\$109,352.00	21%	100%	0%	100%	101%	

8. If the individual has accounts that are subject to the salary cap, toggle the ? CAP icon to view the required cost share amount.
 - a. This amount is derived from the individual's direct charge payroll as a portion of their overall salary for the period of performance.

Accounts	Total Payroll \$	Committed Effort	Payroll	UNTHSC Paid Effort	Computed Effort	Certified Effort	Certify?
Sponsored Projects							
RF0098 Human Microbiome Species and Genes for Human Identification ? CAP	\$ 347.52	0 %	0 %	0 %	0 %	\$ 0 %	☐
RF40006 Genomic Sequencing Bioinformatics Platform for Forensic Analysis	\$ 2,896.62	4 %	1 %	0 %	1 %	\$ 1 %	☐
RF40017 Proteos	\$ 0.00	20 %	0 %	0 %	0 %	\$ 0 %	☐
RF70002 Application for Funding to Support the National Missing and Unidentified Persons System (NamUs) ? CAP	\$ 24,332.32	35 %	12 %	0 %	12 %	\$ 12 %	☐
RF70003 NIJ FY16 DNA Capacity Enhancement and Backlog Reduction Program ? CAP			1 %	0 %	1 %	\$ 1 %	☐
RF70004 Typing Highly Degraded DNA Using Circularized Molecules and Target Enrichment ? CAP			1 %	0 %	1 %	\$ 1 %	☐
RF70005 Evaluation and Implementation of High Throughput Second Generation Sequencing for Mitochondrial DNA Testing			3 %	0 %	3 %	\$ 3 %	☐
RF70006 Missing Persons and Forensic Casework at the UNT Center for Human Identification ? CAP							
RF70009 Reducing Human Trafficking Through Forensic Analysis in Central America	\$ 50,001.00	50 %	25 %				☐
RF70010 Typing Highly Degraded DNA Using Circularized Molecules and Target Enrichment (For: Rachel Wiley) ? CAP	\$ 0.00	2 %	0 %	0 %	0 %	\$ 0 %	☐
RF70014 Development of a Mitochondrial Mixture Database and Interpretation Tool ? CAP	\$ 1,390.32	2 %	1 %	0 %	1 %	\$ 1 %	☐

- If the Effort Statement looks accurate, click the 'Pre Review' button in order for Pre-Review to be complete for your faculty member.

Accounts	Total Payroll \$	Committed Effort	Payroll	UNTHSC Paid Effort	Computed Effort	Certified Effort	Certify?
Sponsored Projects							
RP10003 Development of a Mock Microbial Community for Microbial Forensic Technique Characterization Evaluation and Optimization	\$ 0.00	2 %	0 %	0 %	0 %	\$ 0 %	☐
RP10004 Testing and Optimization of Microbiome Analysis Techniques in Forensically Relevant Samples	\$ 3,125.10	10 %	5 %	0 %	5 %	\$ 5 %	☐
Sponsored Projects Total:	\$3,125.10	12%	5%	0%	5%	5%	
Non Sponsored							
302800 Microbiology,Immunology&Gene	\$ 59,376.90	0 %	95 %	0 %	95 %	\$ 95 %	☐
Non Sponsored Total:	\$59,376.90	0%	95%	0%	95%	95%	
Grand Total:	\$62,502.00	12%	100%	0%	100%	100%	
Get Help Pre Review							

- Click the 'Home' menu bar option at the top of the application to move on to your next faculty member.