

Job Aid: Using Opt In – Opt Out Feature in CCC ONE®

Introduction When an Open Shop assignment is sent, you have the ability to decline working on the assignment. This job aid reviews the steps needed to do this.

Using the Opt The table below outlines the steps necessary to use Opt Out in CCC ONE[®]. Out Feature

Step	Action		
1	From the workfile, click the Actions button on the mini toolbar.		
All Open Workfiles			
🚘 New Opportunity 🪘 New	Repair Order	🗙 Remove Ad New Estimates 🖉 Refrech 🛄 Preview	🙀 Print 🔔 Print Preview : 🐒 Export to CDV
🔆 More than 150 results fouri	Peace names y	your search offeria.	
Updates Unit	at more	Version	Printy more tender tender tender tender
 New Assignment 	*	Chadderweile, Ta	BORFLOW RELEASE C the PIPED Set THE C - THE PIPED Set THE PIPED
<u>.</u>	*	Et1 openshop, claim	2013 HORD ACCORD EX P. HORD/LOW INSURANCE C. A Assign Estimator
🔛 🔹 New Assignment	٣	Bigan, Venity	2009 TACOBANT TY N ST COM 14 😝 Accept Opportunity
 New Assignment 	*	Bigan, Venky	2003 HOHD ACCORD FX 99.47 + HORD/LOW IN Convert to Repair Order
😂 + Nev Assignment	*	Test, send at api.	* COP 15 - COP
😂 🔹 New Assignment		WARDER, DAVID	2009 TACOBAX7 17 BORGLOW INSURANCE C. Control
New Assignment	*	assgn /vt, test	TT 215T CONTURY CASUALTY. X. Delete
New Assignment	*	Outbriefs Ta.	2001 002 K020 K0213 (24229 KM0003 Samploser
😂 🗧 New Assignment	٣	test, workfiles	2000 DODD GRAND CAR. * EDRP TEST COMPANY 4 ASSGMTT3121
-	٣	C EL1 Test, Seal	2003 HOND ACCORD EX 2.03 🗙 HIGHUPUDW INSURANCE C. BHIMHT11212
-		Et1 Next, OS	2003 HORD ACCORD EX 2.03 X BORRAUGH INSURANCE C. BRIesen11211 Alex
Chaddarwala, Tapan	28		WORKFLOW INSURANCE COMPANY Bo photo
Estimator.	Claim Number: test 111412.2		
Status: New		Adjuster: Adjusterone, Florida 🔠	the second se
2	Click the Decline Open Shop Assignment button.		
3	LICA	the radio button	s to decline This assignment only or This
5	Ose the radio buttons to deenne This assignment only of This		
	assi	ignment and all	future assignments.
		CCCONE	
			Decline Open Shop assignment from
			WORKFLOW INSURANCE COMPANY?
		(This assignment only
		(This assignment and all future assignments
			V OK Cancel
	Note: To Opt In and <i>receive</i> assignments from a non-DRP		
	Insurance Company again, you must contact the Insurance		
	insurance Company again, you must contact the insurance		
	Company and ask to be <i>reactivated</i> .		
	Company and dok to be reactivated.		