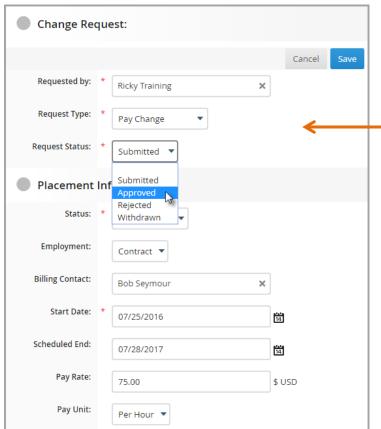
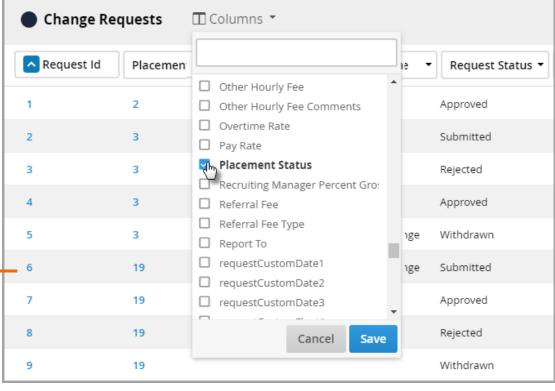
Bullhorn's change request feature allows users to propose edits to an existing placement, such as a new bill rate, pay rate, or start date, enabling your manager or supervisor to review these edits and either approve or reject them. If your edits do not require review or approval, you can simply edit the placement directly instead. Bullhorn tracks all approved change requests and all placement edits on the placement's History tab. Bullhorn tracks all change requests, regardless of their

The Placement Change Request List allows you to easily view, filter, and sort on placement change requests, and navigate directly to the placement change request forms via the hyperlinked ID where you can take action. You access the Change Request List from the Bullhorn menu, under Home.

status, on the placement's Change Requests tab.





The Change Request List is read-only, meaning, you must still add and edit change requests from the placement record, but its columns are filterable, sortable, and you can add, remove, and re-arrange columns just like any other list view.

You can also see both the status of the placement and the status of the change request. Filtering or sorting by Request Status is a great way to see which change requests are still pending. This list is great for managers who want to see an overview of all change request activity in the CRM.

You can add any field from either the Placement or Placement Change Request entity as a column on this list view.