



## Technical Assistance Guide (T.A.G.)

Workforce Investment Act

Number: 13-1

Date: September 24, 2013

Revised: April 14, 2014

**SUBJECT:** Training Related Employment and ONET coding of Employment Outcomes

### **Purpose:**

The Department of Labor has requested that Nevada improve reporting on training related employment for WIA programs. The current state of outcome reporting for the training-related employment and occupation information in the Workforce Investment Act Standardized Record Data (WIASRD) for individuals that obtained employment and subsequently exited the program is two percent of the WIA clients. This TAG will present required practices on effective ways to collect the training-related employment for WIA exiters who received training and obtained employment.

### **Scope:**

The recommendations in this TAG apply to Local Workforce Investment Boards (LWIB's) and sub-recipients responsible for reporting WIA Training Outcomes through Nevada's reporting system NJCOS.

### **Effective Date:**

This directive is effective upon its issuance.

### **REFERENCES:**

Training and Employment Notice  
TEN 5-13

### **POLICY AND PROCEDURES:**

NJCOS Common Measures, Outcomes, Employment Training Related field (WIASRD field 1505) is required for all WIA Adult, Dislocated Worker, and Older Youth program exiters that received training and entered employment in the quarter after program exit and can be based on any job held after exit. The WIASRD specifications require that this data element should have a YES entered in the field, if the employment that an individual enters utilizes a substantial portion of the skills taught in the training received by the individual. This data element should have NO entered if the employment in which the individual enters does not utilize a substantial portion of the skills taught in the training received by the individual. Blanks in this field indicate that the individual did not receive training services or denote that the information is not known.

Customer Search Customer Detail Comp Assess **Services**

Mouse, Mickey SSN: 530-02-2588 OSOS ID: NV000427988

Agency Info Achievement Objectives Services Service History Enrollments **Outcomes** Comments Audit

**Employment**

O\*Net Title 15102100 Computer Programmers O\*Net Titles

Recalled By Layoff Employer [dropdown]

Employment Training Related Yes [dropdown] ← 2

Employment Non-Traditional [dropdown]

Employed in Federal Contractor Job [dropdown]

**Employed in Quarter after Exit**

	Employed after Exit	Determination Method
1st Quarter	Yes [dropdown] ← 1	supplemental survey [dropdown]
2nd Quarter	[dropdown]	[dropdown]
3rd Quarter	[dropdown]	[dropdown]
4th Quarter	[dropdown]	[dropdown]
5th Quarter	[dropdown]	[dropdown]

**Education & Training**

Education Level at Exit [dropdown]

Entered Advanced Training [dropdown]

Entered Post-Secondary [dropdown]

Attained Credential [dropdown]

Type of Credential [dropdown]

Date Attained [dropdown]

	Program Type	Enr. Date	Enrollment Office	Exit Date	Exit Office	SA
<input type="checkbox"/>	Labor Exchange	07/02/2013	WISS			Yes
<input checked="" type="checkbox"/>	Common Measures	07/01/2013	WISS			Yes
<input type="checkbox"/>	WIA	07/01/2013	WISS			Yes
<input type="checkbox"/>	Labor Exchange	08/31/2012	NEVADAWORKS	03/12/2013	NEVADAWORKS	No
<input type="checkbox"/>	Common Measures	08/31/2012	NEVADAWORKS	03/12/2013	NEVADAWORKS	No

Print List Lit/Num Testing

Save Customer Detail Comp Assess Comments Check Labor Market Information

Staff: BUTLER, COLLEEN Office: WISS Security: Delete 09/12/2013

From the NJCOS Outcomes tab highlight the Common Measures enrollment associated with the WIA Enrollment.

1. In the **Employed in Quarter after Exit** section. Select **“Yes”** and **“supplemental survey”** from the “1<sup>st</sup> Quarter” fields.

2: The **Employment** section must be completed for all clients who receive intensive and training services. Choose the **O\*Net Title** most closely related to the training completed. (An **O\*Net Title** must also be entered for non-training related employment.) **The Employment Training Related field MUST have a YES (if ETPL training or OJT services were provided) or NO (if no ETPL training or OJT services were provided) entered.**

When wages are identified by the system they will overwrite the supplemental survey information entered in step 1. Staff should complete the above fields before an exit occurs. Data elements should be entered into NJCOS as soon as employment information is received by the Case Manager.

**ACTION:**

Bring this directive to the attention of all appropriate staff and all sub-recipients.

**INQUIRIES:**

Please direct all inquiries to the Nevada Department of Employment Training and Rehabilitation’s Workforce Investment Support Services WIA Coordinator at 775-684-0301.

Nevada Department of Employment, Training & Rehabilitation - 500 East Third Street - Carson City, NV 89713 <http://www.detr.state.nv.us/>

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 AUXILIARY AIDES AND SERVICES AVAILABLE UPON REQUEST FOR INDIVIDUALS WITH DISABILITIES  
 TTY (800) 326-6868 or Nevada Relay 711