

COMMONWEALTH OF VIRGINIA
VIRGINIA COMMUNITY COLLEGE SYSTEM

WORKFORCE INVESTMENT ACT

VIRGINIA WORKFORCE LETTER (VWL) #11-05

TO: LOCAL WORKFORCE INVESTMENT BOARDS

FROM: WORKFORCE DEVELOPMENT SERVICES

SUBJECT: CREDENTIAL MEASUREMENT AND CRC ATTAINMENT UNDER COMMON MEASURES

DATE: October 7, 2011

Purpose:

This purpose of this letter is to provide guidance on the measurements of (1) credential attainment for the WIA adult and dislocated worker programs and (2) Career Readiness Certificate attainment as a state measure of performance.

Background:

On July 1, 2010, Virginia began reporting WIA performance based on common measures rather than the 17 core performance measures. With the change to this new reporting process, credential attainment under the core performance measures for the Adult and Dislocated Worker programs was eliminated.

While the common measures for WIA do not include a credential measure for the Adult and Dislocated Worker programs, the 2010 Virginia Workforce Council Performance and Accountability workgroup recommended that a credential measure should be added as a state level measure to stress the need for local areas to continue to provide workforce training opportunities to participants. Emphasis on credential attainment aligns with state and national goals that highlight the need for more individuals to obtain a credential, such as Governor McDonnell's goal to add 100,000 more undergraduate degrees by 2025, President Obama's goal that every American complete at least one year of postsecondary education or career training, and the Secretary of Labor's High Priority Performance Goal to increase credential attainment by participants of the public workforce system.

Furthermore, Training and Guidance Letter (TEGL) 15-10 "*Increasing Credential, Degree, and Certificate Attainment by Participants by the Public Workforce System*" issued in December

2010 states that “regardless of whether a state has an approved waiver to report common performance measures outcomes only for WIA Title I programs, all states must provide information on participant’s credential attainment.”

As a result, Virginia will continue to track and report credential attainment of local areas for state and federal reporting. In addition, to support the Governor’s Career Readiness Initiative and the recommendations of the Virginia Workforce Council to track WIA participants receiving the Career Readiness Certificate.

Definition

TEGL 15-10 provides a revised definition of credential and replaces definition provided in prior guidance letters.

Credential: A credential is awarded in recognition of an individual’s attainment of measurable technical or occupational skills necessary to gain employment or advance within an occupation. These technical or occupational skills are based on standards developed or endorsed by employers. Certificates awarded by workforce investment boards are not included in this definition. Work readiness certificates are also not included in this definition. A credential awarded in recognition of an individual’s attainment of technical or occupational skills by:

- A state educational agency or a state agency responsible for administering vocational and technical education within a state.
- An institution of higher education described in Section 102 of the Higher Education Act (20USC 1002) that is qualified to participate in the student financial assistance programs authorized by the Title IV of that Act. This includes community college, proprietary schools, and all other institutions of higher education that are eligible to participate in federal student financial aid programs.
- A professional, industry, or employer organization (e.g., National Institute for Automotive Service Excellence certification, National Institute for Metalworking Skills, Inc., Machining Level I certificate) or a product manufacturer or developer (e.g., Microsoft Certified Database Administrator, Certified Novell Engineer, Sun Certified Java Programmer) using a valid and reliable assessment on an individual’s knowledge, skills and abilities.
- ETA’s Office of Apprenticeship or a State Apprenticeship Agency.
- A public regulatory agency, upon an individual’s fulfillment of education, work experience, or skill attainments that are legally necessary for an individual to use an occupational or professional title or to practice an occupation or profession (e.g., FAA aviation mechanic certification, state certified asbestos inspector).
- A program that has been approved by the Department of Veterans Affairs to offer education benefits to veterans and other eligible persons.
- Job Corps centers that issue certifications.

- Institutions of higher education which are formally controlled, or have been formally sanctioned, chartered, by the governing body of an Indian tribe or tribes.

Reference: Training and Employment Guidance Letter, No 15-10; dated December 15, 2010.

Method of Measurement

The credential attainment measure will be tracked under the same measurement method used under the 17 core measures. The Career Readiness Certificate will be measured as in prior years. The following provides the method of measurement for both credential and CRC attainment.

Credential measurement definition for adults and dislocated workers:

Of those who received a training service:

The number of adult or dislocated workers who were employed in the first quarter after the exit quarter and received a credential by the end of the third quarter after exit divided by the number of individuals participants who exit during the quarter.

For purposes of this measure, training services include:

- Service Code 300 – Occupational Skills Training-Approved Provider (ITA)
- Service Code 301 - On-the-Job Training
- Service Code 302 – Entrepreneurial Training
- Service Code 303 – Distance Learning
- Service Code 312 – Enrolled in Other Federal Training (for Trade Act participants)
- Service Code 320 – Private Sector Training
- Service Code 323 – Workplace Training & Cooperative Education
- Service Code 324 – Adult Education with Occupational Skills-Approved Provider (ITA)
- Service Code 325 – Employed Worker Skills Upgrading/Retraining
- Service Code 328 – Occupational Skills Training-Non Approved Provider (No ITA)

Career Readiness Certificate measurement definition:

The number of WIA participants (adult, youth 19 to 21, and dislocated worker) receiving a CRC divided by the total number of WIA participants receiving intensive services.

The CRC is based on the results of an assessment test; the current process requires that the CRC be associated with the Service Code 203 (Objective Assessment – for adults and dislocated workers) and Service Code 412 (Objective Assessment – for youth).

Reporting and Goals

State staff will provide quarterly reports related to credential and CRC attainment along with common measure reports.

Goals for these state measures will be negotiated annually at the same time as the common measures negotiations.