

ADDITION OF THE CalJOBSSM TITLE III – WAGNER-PEYSER REGISTERED INDIVIDUAL APPLICATION

EXECUTIVE SUMMARY

This policy provides the guidance and establishes the procedures regarding the *Addition of the CalJOBSSM Title III – Wagner-Peyser Registered Individual Application*. This policy applies to all applicable Local Workforce Development Area (Local Area) staff that utilize CalJOBS for direct data key of participants, and is effective immediately.

This policy contains no state-imposed requirements.

This Directive finalizes Workforce Services Draft Directive *Addition of the CalJOBS Title III – Wagner-Peyser Registered Individual Application* (WSDD-175), issued for comment on January 18, 2018. The Workforce Development Community submitted 13 comments during the draft comment period. A summary of comments, including all changes, is provided as Attachment 1.

Retain this Directive until further notice.

REFERENCES

-
-
- *Workforce Innovation and Opportunity Act (WIOA)* (Public Law 113-128)
 - Title 20 *Code of Federal Regulation (CFR)* Part 677
 - Training and Employment Guidance Letter (TEGL) 10-16, Change 1, Subject: “Performance Accountability Guidance for Workforce Innovation and Opportunity Act (WIOA) Title I, Title II, Title III, and Title IV Core Programs” (August 23, 2017)
 - TEGL 19-16, Subject: “Guidance on Services provided through the Adult and Dislocated Worker the WIOA and the Wagner-Peyser Act Employment Service (ES), as amended by title III of WIOA, and for Implementation of the WIOA Final Rules” (March 1, 2017)
 - Workforce Services Information Notice WSIN16-06, Subject: *CalJOBSSM VOscan Module Update* (August 1, 2016)

The EDD is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities.

BACKGROUND

To ensure compliance with WIOA data collection requirements there has been a substantial revision of the Wagner-Peyser application. Changes to the application include the addition of new eligibility types, and changes when adding activities to the Wagner-Peyser application. These system changes were implemented on October 2, 2017.

POLICY AND PROCEDURES

Changes to the Title III – Wagner-Peyser Application

The Wagner-Peyser application now identifies new eligibility types on the “Intro” tab (first tab of the application). There are four different eligibility types: Registered Individual, Wagner-Peyser, Jobs for Veterans State Grant (JVSG), and Employment Service Migrant Seasonal Farmworker (MSFW). Local Area staff may create a Wagner-Peyser application with the Registered Individual eligibility. The other three eligibility types (Wagner-Peyser, JVSG, and MSFW) are not applicable to Local Area staff.

An application with the Registered Individual eligibility is system-generated when the individual or staff completes the CalJOBS registration. The Registered Individual eligibility in the Wagner-Peyser application is for an individual who is receiving self-service and/or workforce information-only activities. Basic Career Services (Staff-Assisted) and Individualized Career Services are not available for individuals with only the Registered Individual eligibility. If Local Area staff provide Basic Career Services (Staff-Assisted) or Individualized Career Services to a participant, the information can be entered into the Title I – Workforce Development application.

Individuals with only the Registered Individual eligibility are not in performance, but all individuals and their services are reported to the Department of Labor (DOL) in the WIOA quarterly and annual federal reports.

Recording Services to the Title III – Wagner-Peyser Application with Registered Individual Eligibility

The updates to the Wagner-Peyser application, and the addition of the new eligibility types change the information that is required to add an activity.

To add self-service and/or workforce information-only activities to the Wagner-Peyser application, staff can go to the “Activities” link in the CalJOBS top menu. When adding the service, Local Area staff should select the Self-Service/Registered Individual Only Customer

Group. The activities that are available in the dropdown are associated to the Customer Group and will only display self-service and workforce information-only services.

It is up to each Local Area to determine if self-service and/or workforce information-only activities will be recorded using the new Self-Service/Registered Individual Only Customer Group in the Title III – Wagner-Peyser application or the Title I – Workforce Development application.

VOScan and the new Wagner-Peyser Application

The VOScan Module is designed to provide Title I and Title III staff the ability to track and record client services through a fully integrated scan card system. The changes to the Wagner-Peyser application does not impact the functionality of VOScan. For more information regarding VOScan functionality, policy, and procedures, please reference [WSIN16-06](#).

ACTION

Please bring this Directive to the attention of all Local Area staff.

INQUIRIES

If you have any questions, contact your Regional Advisor.

/S/ JAIME L. GUTIERREZ, Chief
Central Office Workforce Services Division

Attachments are available on the internet:

[Summary of Comments](#)