



Department of
Job and Family Services

Mike DeWine, Governor

Kimberly Hall, Director

TO: Workforce Inventory of Education and Training (WIET) Providers

FROM: Arthur Hurst, Interim Deputy Director *AHQ*
Office of Workforce Development

RE: Performance Reporting Requirements for Eligible Training Providers

DATE: September 25, 2020

This letter is to inform you about the recent guidance that our office has received from the Department of Labor (DOL) for all Eligible Training Providers (ETP) utilizing the WIET system. Currently, performance data are collected and entered during the Training Provider registration process and when adding or renewing programs. Federal law requires that data include the following: Graduation Rate; Percent of Graduates Employed Within 6 Months of Graduation; Percent of Graduates Employed Within 12 Months of Graduation; and Average Annual Wages at Placement.

In October 2018, system functionality was added to allow providers to indicate that some or all the required performance data are not currently being collected at the program level and are therefore not available for reporting. However, as a condition of future approvals, both for initial and renewed inclusion on the ETP list, the applicant training providers must supply all the required performance data described above. **After June 30, 2021, a training provider's failure to submit the required performance data will prevent its addition to the WIET list, or if it is currently listed, will result in its removal from WIET.**

As required by Workforce Innovation and Opportunity Act (WIOA), the WIET system will also provide the ability to appeal a removal decision.

Initial Eligibility - Initial eligibility determination allows a training provider onto the ETP list for one year, contingent on the WIOA requirement to supply at least one of the following types of performance information for all students who participated in and exited from the provider's training program thus far:

- Employment 2nd Quarter after exit;
- Employment 4th Quarter after exit;
- Median earnings after exit; and
- Credential attainment.

"After exit" in this context means after a student has left the program or has graduated.

Continued Eligibility –

WIOA stipulates that to be approved for eligibility that continues beyond the first year, the provider must supply performance information in all four of the categories described above in regard to initial approval, and now expanded in scope to include outcomes for all students who participated in the program during that year. The data must be supplied before the initial eligibility period expires.

To collect this information, training providers may use a variety of methods. Some suggestions for obtaining this information are:

- The use of post-exit surveys (online, by telephone, and/or by US mail)
- If the institution collects student Social Security Numbers (SSNs), it may request a Wage Record data form by sending e-mail to WIOAQNA@jfs.ohio.gov. Wage record data for students will include employment status in the 2nd and 4th quarter after exit, as well as median earnings. There is a fee for obtaining such information from the Ohio Department of Job and Family Services.
- Using some of the methods outlined by the National Association of Colleges and Employers: <https://www.nacweb.org/career-development/best-practices/collecting-and-using-outcomes-data/>

Collection of performance data is imperative to ensuring the high quality of the training system in Ohio. These data are used as part of the informed consumer choice process provided to all individuals who are seeking WIOA-funded training services. The Office of Workforce Development thanks you for your commitment to providing high-quality, industry-recognized training opportunities that help build Ohio's workforce.

For more information on the WIET, please refer to '*Getting Started with WIET: A How-to Guide for Training Providers*', located at the following link:
<https://jfs.ohio.gov/owd/WorkforceProf/Docs/WIETGuideforTrainingProviders.stm>

Please contact WIOAQNA@jfs.ohio.gov with any questions or concerns that you may have.