INDIANA
WORKFORCE
DEVELOPMENT

FORMAL COMMUNICATION

TO: Regional Operators
IPIC
Regional Coordinators

FROM: Nate Klinck, Director
Center of Excellence
Career Services

DATE: November 3, 2006

Workforce Investment Act – Technical Assistance Bulletin
WIA – TAB 2006-01 – Change 1

Clarification on DWD Communication 2005-26

RESCINDED

The Department of Workforce Development is revising the technical assistance provided for DWD Communication 2005-26 based on conversations with WorkOne staff. Changes are provided below in bold print.

Additional clarification is provided concerning DWD Communication 2005-26. The policy addresses the issue of assessing different categories of participants/enrollees. The policy intends to strengthen coordination between the Workforce Investment Act and Trade Adjustment Assistance participants as both funding sources are requiring the same assessments. Also, an integral part of workforce development is ensuring individuals have, at a minimum, the basic foundation for learning new skills. Through the use of the TABE or CASAS, workforce development staff can assist clients in obtaining that minimum base.

- The policy addresses those individuals in need of Workforce Investment Act services beyond **Significant Staff Involved - Training** or Trade Adjustment Assistance participants in need of training to return to work. It is these individuals who are to be assessed.
- Those same individuals (both Workforce Investment Act and Trade Adjustment Assistance) will already have a full application in TrackOne.

- The policy requires the full use of either the TABE or CASAS. The Department of Workforce Development supports the use of additional assessments such as WorkKeys, but WorkKeys is to be used in addition to the TABE or CASAS.
- The requirement of the TABE or CASAS assessment will only apply to Workforce Investment Act adult and dislocated workers, and Trade Adjustment Assistance participants enrolled on or after July 1, 2006.
- **The requirement of the TABE or CASAS assessment is waived for those individuals who have a post secondary degree or are currently in school studying toward such a degree.**
- Trade Adjustment Assistance participants who have marketable skills to find suitable employment do not have to take the TABE or CASAS until such time as it is determined they do need training to return to work.
- For the assessment, **any form of the** TABE Locator may be used.

Questions concerning the assessment requirement may be addressed to Jennifer Biddle, Planning Analyst, at 317/232-7459 or by email at jbiddle@dwd.in.gov.

WIA-TAB No.	Subject Matter
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