

**Workforce Innovation and
Opportunity Act
Eligible Training Provider List**

Policy and Process Explanation

November 2015

Why the change?

- Meet federal requirements of WIOA law
- Provide accountability to the Workforce Development Council
- Provide consumer information to program participants and future students



What is new?

- Webpage – www.labor.Idaho.gov/ETP
- Email - WIOAETP@labor.Idaho.gov
- WIOA Transition ETP Policy

What is happening right now?

- New policy for new and existing providers **took effect October 20, 2015.**
- All existing WIA providers must comply with WIOA transition requirements by December 31, 2015.
- Brand new ETP list beginning January 2, 2016.

How do providers get on ETP list?



Submit to IDOL before December 20 –

- 1) Certificate of Registration or Letter of Exemption from the Office of the State Board of Education.
- 2) Completed application page about the school.
- 3) Three signed documents –
Debarment, EEO, Payment Terms
- 4) Copy of school's refund policy
- 5) Signed letter of intent (MOU after January)
- 6) List of programs applying for ETP list

What do you need to know about the WIOA Transition ETP Policy?

- When does it take effect and how long?
- Who is going to qualify?
- What about other states' ETP lists?
- I already have someone enrolled in training, now what?
- I'm thinking about enrolling someone in training, now what?
- How can a program be added to the list?

When does the policy take effect and how long?

- **Effective immediately October 20, 2015**
 - All new providers must comply, including new out-of-state providers
- Policy has direct change after December 31, 2015
 - MOU must be submitted instead of LOI
- Anticipate frequent policy changes through 2018

Who is going to qualify as an ETP?

- USDOL Registered Apprenticeships
 - Automatically eligible.
 - Placed on the list upon request of the apprenticeship sponsor.
- Public postsecondary institutions
 - for credit
- Public postsecondary workforce training programs
 - non-credit that agree to data sharing requirements in MOU*
- Other postsecondary institutions or occupational skills training programs that agree to data sharing requirements in MOU

Other States' ETP Lists



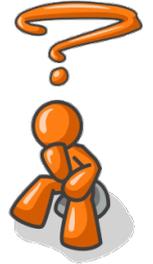
- New policy does not automatically accept providers on other states' ETP lists.
- A great deal of coordination (paperwork, legal) is required to use another state's ETP.
- Each out-of-state provider must be approved individually by the Workforce Development Council.

I already have someone enrolled in training, now what?



- Approved ITAs (Individual Training Accounts) will be honored and allowed to complete regardless of provider ETP status after January 2016. (Document ITA date in case notes)
- Not allowed to switch providers within an ITA after January 2, 2016 (unless the new provider is on the ETPL)

I'm thinking about enrolling someone in training, now what?

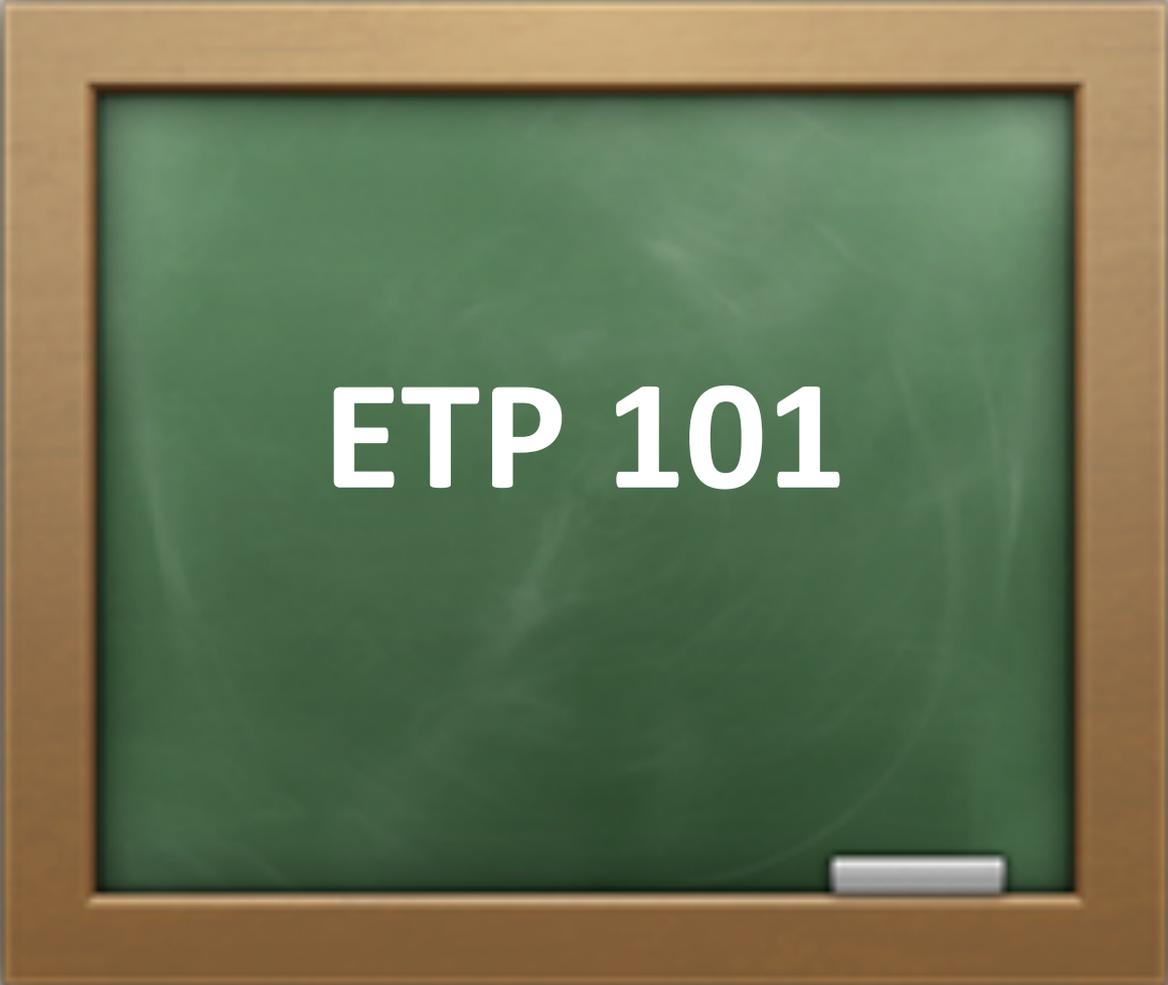


- **Do not use out-of-state providers on other states' ETP lists for new ITAs until further notice.**
- May use existing Idaho WIA ETP providers through 2015. However, encourage provider to submit info to become a WIOA ETP.
- Inform your participant of the impending changes in provider eligibility.

How can a program be added to the ETP list? (Review from previous)

Provider submits to IDOL–

- 1) Certificate of Registration or Letter of Exemption from the Office of the State Board of Education.
- 2) Completed application page about the school.
- 3) Three signed documents –
Debarment, EEO, Payment Terms
- 4) Copy of school's refund policy
- 5) Signed letter of intent (MOU after January)
- 6) Programs applying for ETP list



ETP 101

ETP List is Comprised of Programs

| | |
|-------------------------|------------|
| ABC Training Provider – | Program 1 |
| | Program 2 |
| | Program 4 |
| XYZ Training Provider - | Program 1 |
| | Program 3 |
| | Program 7 |
| CDE Training Provider - | Program 23 |

Programs Lead to an Occupation

ABC Training Provider

Program 1 = Emergency Medical Technician

Program 2 = Certified Nursing Assistant

Program 4 = Web Developer



Programs Can Be Multiple Courses

ABC Training Provider

Program 2 – Certified Nursing Assistant

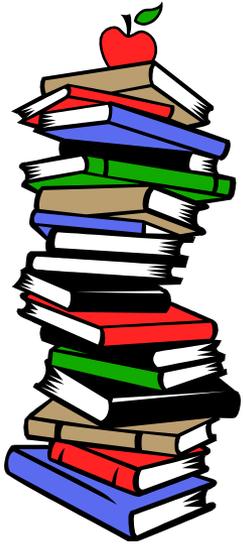
Courses Required:

Anatomy

Nursing 101

Nursing 201

Nursing 301



Programs Lead to a Credential

ABC Training Provider

Program 7 – Certified Nursing Assistant
Credential – Certificate

XYZ Training Provider

Program 1 - Tractor-Trailer Driving Program
Credential - CDL



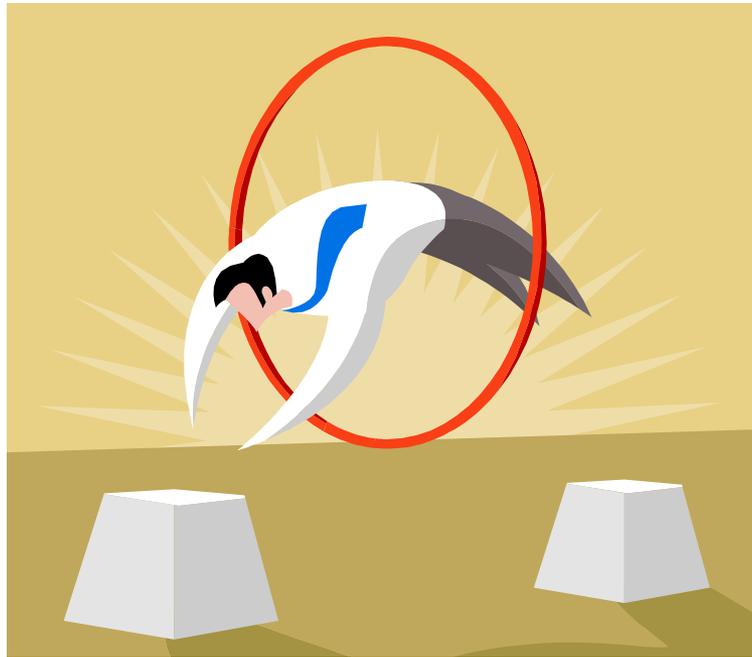
What is not considered an ETP?

- Basic computer courses, e.g., Excel or Word
- CPR or First Aid
- OSHA certification courses
- Basic skills training WITHOUT an occupational skills training component
- Any course without an assessment component (e.g., competency test or grade at the end)
- Credential awarded for completion only

WIOA ETP Requirements

“Initial Eligibility”

“Continued Eligibility”



“Initial Eligibility”

BEFORE being allowed on the ETP List,
each program must meet minimum standards.

Workforce Development Council sets the standards.

Exempt from Initial Eligibility Standards:
USDOL Registered Apprenticeships

“Continued Eligibility”

To remain on the ETP list, each program must submit and meet minimum standards BIENNIALLY.

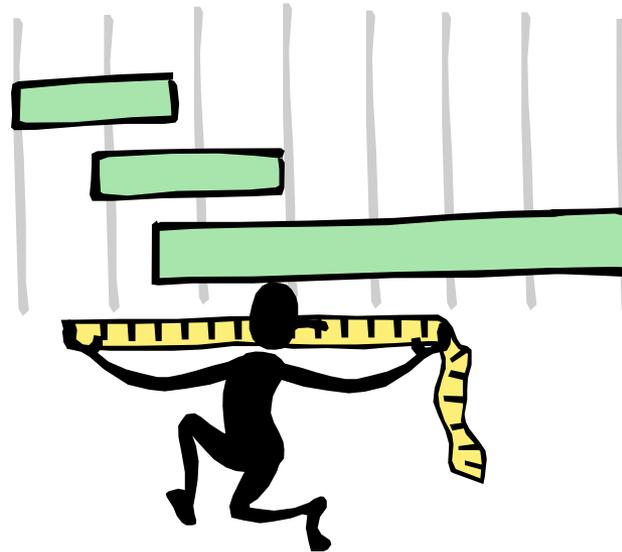
Workforce Development Council sets the standards.

USDOL Registered Apprenticeships

Are **Exempt**

What are the Standards?

- Administrative
- Performance
- Additional



Administrative Standards

- Institution Level
 - General info application
 - Refund policy
 - Certify nondiscrimination and debarment policies
 - Proprietary schools register with State Board of Education
 - MOU for data sharing
- Program Level
 - General info application
 - Program costs and fees





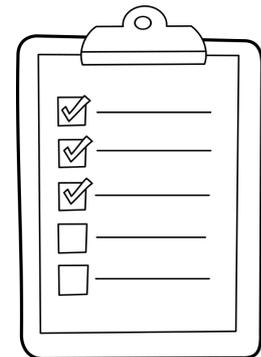
Performance Standards

ETPs now have same performance standards as WIOA participants

- **Completion Rate** – (number of students completing the program divided by the number participating in the program)
- **Employment Rate** (number of students employed divided by the number of students completing the program)
- **Median Wages at Placement** – for all students
- **Credential Attainment** – for all students

Additional Standards

- Leads to jobs in high-demand industry sectors and occupations
- Whether the provider is in a partnership with business
- Meets high-quality standards set by the WDC
- State can set additional criteria



Procedures

- **Who?**

- **When?**

- **What?**

- **How?**

- **Why?**

Who applies for initial eligibility

- Schools and training providers not already on ETPL
 - Apply by program from new providers
- Schools and training providers already on ETPL
 - For each **program** not already on the ETPL

When to apply for initial eligibility

- At any time during the year

What happens after initial eligibility

- Reviewed after 1 year

Who applies for continued eligibility

- Schools and training providers already on the ETPL
- For each **Program** already on the ETP List
 - Existing programs – continued eligibility
 - New programs – initial eligibility

When to apply for continued eligibility

- Two years after initial eligibility review
- Two years after continued eligibility review

**What is needed to apply for:
initial eligibility?
continued eligibility?**

**Under WIOA Transition Policy, the
requirements are the same.**

Administrative only requirements

How will the providers get performance measurements?

- Providers must have **yearly** performance reports for each program.
- The Idaho Office of the State Board of Education is going to provide the performance reports for the public postsecondary schools.
- Idaho Department of Labor staff and OSBE staff are developing a system for private providers to use same/similar system as OSBE for performance reports.
- Through June 30, 2016 Idaho Department of Labor R&A staff are going to provide assistance to every private school that applies to the WIOA ETPL.

How schools can get help

1. Provider signs Letter of Intent or Memorandum of Understanding for collecting and sharing data for reporting purposes.
2. IDOL staff provide assistance to those schools to set up a secure data collection system and SFTP.
3. Provider applicant collects data and uses secure methods to transfer program completers PII (EDUID or SSN).
4. Labor uses unemployment insurance tax records to determine the employment status and wages.
5. Labor provides back program level employment and wages for provider ETP program performance report.

Due to confidentiality concerns, only cohorts of 5 or larger may be used for these calculations. The only information that will be provided back to the school is the percent employed and the median wage for the cohort. Individual records will not be shared under any circumstances.

Why the change?

- Meet federal requirements of WIOA law
- Provide accountability to the Workforce Development Council
- Provide consumer information to program participants and future students



Questions?

For additional information, please contact

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Reference: WIOA Secs. 122 and 116(d)(4)