
Type: Program Policy

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Supersedes: WIA Policy 550R2

Purpose

Assessments play a key role in the decision-making processes of both, participant and WIOA staff. Results from assessments form the basis for measuring and/or identifying financial situation, work readiness, skills, abilities, interest and attitudes relating to vocational training, basic skills education, and may be used for career discovery and/or specific job applications. Assessments also serve as a foundation for determination of the need to provide career services.

Policy

WIOA adult and dislocated worker programs shall provide assessment as appropriate for self-service customers and participants according to the following levels of assessment:

1. Initial Assessment
2. Comprehensive Assessment
3. Pre-Employment Assessment

When a WIOA adult or dislocated worker program determines the need to provide a basic skill assessment to a participant, the WIOA program is required to use the CASAS Employability Competency Series (ECS) Appraisal Test 130 as a first step in determining Basic Skills Deficiency in English reading, writing and arithmetic.

Policy Guidelines

Depending upon customer or participant need and status while engaged in WIOA formula funded programs; there are three different types of assessment which are to be provided as needed: 1) initial assessment; 2) comprehensive assessment; and 3) pre-employment assessment.

Any discrepancies arising between PacMtn policy and or procedures with federal and state provisions due to current or future revisions will default to the current minimum federal and state regulations and guidance available. PacMtn policy and or procedures may set forth stricter requirements than provided by federal and state guidance, but in no case will PacMtn policy and or procedures not meet minimum federal and state policy.

References

Workforce Innovation and Opportunity Act of 2014
WIOA 134(c)(2)
CFR 678.425
CFR 678.430

Washington State Policy #1011 CASAS for Basic Skills Assessments
State website: <http://www.wa.gov/esd/policies/systems.htm>

Washington State Policy # 1016 One Stop Assessment
State website: <http://www.wa.gov/esd/policies/systems.htm>

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