

# Follow-up

Anoka County Job Training Center

# Follow-up Services

Follow-up services are described as critical services provided following a youth's exit from the program to help ensure the youth is successful in employment and/or postsecondary education and training. Follow-up services are described as critical services provided following a youth's exit from the program to help ensure the youth is successful in employment and/or postsecondary education and training.

Program Element 9 of the required 14 WIOA Program Elements  
(Reference WIOA Chapter 11)

The 12-month follow-up requirement is completed upon one year from the date of exit.

The exit date is determined when the participant has not received services in the Youth program or any other DOL-funded program in which the participant is co-enrolled for 90 days and no additional services are scheduled.

At that point, the date of exit is applied retroactively to the last date of service. Once 90 days of no services, other than follow-up services, self-service, and information-only services and activities, has elapsed and the participant has an official exit date applied retroactively to the last date of service, the program continues to provide follow-up services for the remaining 275 days of the 12-month follow-up requirement.

# Follow-up Services

Supportive services

Adult mentoring

Financial literacy education

Services that provide labor market and employment information about in- demand industry sectors or occupations available in the local area, such as career awareness, career counseling, and career exploration services

Activities that help youth prepare for and transition to postsecondary education and training.

- All youth participants must be offered an opportunity to receive follow-up services that align with their individual service strategies.
- Follow-up services must be provided to all participants for a minimum of 12 months unless the participant declines to receive follow-up services or the participant cannot be located or contacted.
- Follow-up services may be provided beyond 12 months at the State or Local WDB's discretion.
- The types of services provided, and the duration of services must be determined based on the needs of the individual and therefore, the type and intensity of follow-up services may differ for each participant.
- Follow-up services must include more than only a contact attempted or made for securing documentation in order to report a performance outcome.

- At the time of enrollment, youth must be informed that follow-up services will be provided for 12 months following exit.
- If at any point in time during the program or during the 12 months following exit the youth requests to opt out of follow-up services, they may do so. In this case, the request to opt out or discontinue follow-up services made by the youth must be documented in the case file.

## General

### At-A-Glance

- Contact
- Tickler
- Connect Messages
- Demographics
- Mobile User
- Work Preferences
- MN Works Resume

### Case Note

- Add Case Note
- Case Note Quick
- Case Note Search
- Case Alert

### Cases

- Program/New App
- Eligibility/Enrollment
- Activity
- TAA
- Plan
- Credential
- Measurable Skills Gain
- Reporting Collection
- Youth Performance
- Participation Hours
- Exit
- Follow-Up
- Case Assignment
- Service Model

## Person At-A-Glance

**Darcy A MYPAnoka** Re  
**Birth Date 02/28/1998**

### Name and Mailing Address

Darcy A MYPAnoka  
 1201 89th Avenue NE  
 Blaine MN 55434  
 The geo-coding search was unable to verify this address. The address is not valid for Talent Pool Search.

Phone	Ext.	Phone Type	TTY	Video
763-783-4827		Home	No	No
763-712-0016		Home	No	No
123-456-7891		Friend	No	No

E-mail	E-mail Type
Darcy@gmail.com	Personal 1

**Record ID** 100001536 **Last 4 SSN** 0789

Program	Status	Application Date	Enroll Date	Exit Date	Closed from App Date	Last Follow Up Date
<a href="#">MYP Seq 1</a>	Enrolled	06/01/2014	06/01/2014			



# Anoka County Created a Report to help our Counselors Track

December 01, 2022

## WIOA Youth Follow-Up And Retention

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Highlighted Terminees need quarter information entered

<u>WF1 ID</u>	<u>Client Name</u>	<u>Program</u>	<u>Exit Date</u>	<u>Exit Reason</u>	<u>Training</u> <u>Not Complete</u>	<u>Counselor</u>
[REDACTED]	[REDACTED]	WIOA OSY	05/03/2022	Entered Unsubsidized Employment	[REDACTED]	[REDACTED]
	1st Quarter (07/01/2022-09/30/2022) Contact Date		10/18/2022			
	2nd Quarter (10/01/2022-12/31/2022) Contact Date		10/18/2022			
	3rd Quarter (01/01/2023-03/31/2023) Contact Date					
	4th Quarter (04/01/2023-06/30/2023) Contact Date					
[REDACTED]	[REDACTED]	WIOA OSY	06/01/2022	Entered Post-Secondary Training	[REDACTED]	[REDACTED]
	1st Quarter (07/01/2022-09/30/2022) Contact Date		10/18/2022			
	2nd Quarter (10/01/2022-12/31/2022) Contact Date		10/18/2022			
	3rd Quarter (01/01/2023-03/31/2023) Contact Date					
	4th Quarter (04/01/2023-06/30/2023) Contact Date					
[REDACTED]	[REDACTED]	WIOA OSY	06/20/2022	Cannot Locate	[REDACTED]	[REDACTED]
	1st Quarter (07/01/2022-09/30/2022) Contact Date		10/18/2022			
	2nd Quarter (10/01/2022-12/31/2022) Contact Date		10/18/2022			
	3rd Quarter (01/01/2023-03/31/2023) Contact Date					
	4th Quarter (04/01/2023-06/30/2023) Contact Date					



# Follow-Up Tied to Performance Outcomes

## Chapter 10

- **Education and Employment Rate- 2<sup>nd</sup> Quarter after Exit**

The percentage of WIOA Young Adult program participants who are in education or training activities, or in unsubsidized employment, during the second quarter after exit from the program.

- **Education and Employment Rate-4<sup>th</sup> Quarter after Exit**

The percentage of WIOA Young Adult program participants who are in education or training activities, or in unsubsidized employment, during the fourth quarter after exit from the program.

- **Credential Attainment**

The percentage of participants enrolled in an education or training program (excluding those in OJT and customized training) who attained a recognized **postsecondary** credential or a **secondary** school diploma, or its recognized **equivalent**, during participation **in or within one year** after exit from the program

- **Median Earnings- 2<sup>nd</sup> Quarter after Exit**

The median earnings of program participants who are in unsubsidized employment during the second quarter after exit from the program.

# Incentives offered to help get information to meet performance goals

- \$25 Submitting documentation during enrollment needed for measurable skills gained related to their ISS
- \$50 Securing permanent employment at 30 hours a week and providing employment information and/or a copy of a pay stub to their Empowers Counselor
- \$50 Submitting a copy of a credential while enrolled or within one year after exit (i.e. AA degree, CNA). For 1<sup>st</sup> credential only. Youth must turn in copy of certificate/degree to receive incentive
- \$50 Submitting a pay stub showing employment during the 4<sup>th</sup> quarter after exit quarter