



Customer Record Database (CRD) Follow-up

Florida Farmworker Jobs and Education Program



Overview

1. Objective
2. Common Measures
3. CRD Committee Concerns & Status
4. Data Errors
5. Summary
6. Questions & Answers

Objective

- Ensure validity of the data entered in CRD
- Use effectively as a tool to assist in meeting the Department of Labor's (DOL) Common Measures for the Farmworker Jobs & Education Program.

Common Measures

1. Entered Employment
2. Employment Rate
3. Average Earnings

Reference: TEGL 17-05

CRD Committee Concerns/ Status

- Program Policies
- Application
- Case Notes
- Intensive and/or Training
- Reports

CRD Committee Concerns/ Status Cont.

Program Policies

- Electronic Devices in the Field
- Case Notes
- Eligibility
- Dates Entry
- Plan Break in Service

CRD Committee Concerns/ Status Cont.

Application

- Project Code & Test Scores - complete
- Work History for Farmworker – codes are necessary
- Reports
- Paper application will be changed to fit process

CRD Committee Concerns/ Status Cont.

Case Notes

- Current rule is to contact and enter at least one case note monthly
- Edit so that the most recent entry is first.

CRD Committee Concerns/ Status Cont.

Intensive and/or Training

- Replace activity codes with name of activity
- Classroom Training – DOL inquires about incomplete training (partial credit for partial completion)

CRD Committee Concerns/ Status Cont.



Intensive Training cont.

- Family Income - Social Security # or Date of birth needed as unique identifier (needed for SunTax but not CRD)
- Vouchers - are needed (education code added)
- Individual Employment Plan - edit system to reject if missing date

CRD Committee Concerns/ Status Cont.

Reports

- Pending Exit report – plan to add a message board to show status of participant
- Error Report – ability to access but it is currently in a format that is perplex
- On-board reports – will be sorted by dates

Common Data Errors

Participants exiting the program receiving employment & training – performance measures:

1. The entered employment measure is based on whether the exiting participant entered employment
2. The employment retention measure is based on employment status during the second & third quarters after exit for participants who entered employment

Common Data Errors

Exiting participants receiving employment & training – performance measures (cont.):

3. The average earnings measure is based on the earnings of exited participants who entered and retained employment after exit
4. The six month earnings increase measure is based on the post-program earnings as compared to pre-program earnings of exited participants who entered and retained employment six months after exit.

Common Data Errors

- **Date of Eligibility** – Please enter date on or before participation date.
- **Date Entered Unsubsidized Employment** – Please leave blank if category of exit is not employment and training exit
- **Employed First quarter After Exit** – Please select YES, NO, or NOT AVAILABLE if category of exit is
 - Employment and Training Exit or
 - Other Reason for Exit

Common Data Errors

- **Employed first quarter After Exit** – Please leave blank if category of exit is Related Assistance Services ONLY Exit
- **Employed first quarter After Exit** – Please select “Information Not Yet Available” if the date of exit is within the current reporting quarter

Other Data Errors

- **Pre-program Earnings During 12-Month Eligibility Determination** – Please do not enter “0” unless qualifies for Section 167 Program as a dependent or spouse of a farmworker
- **Date of First Training Services** – Please enter date on or before Exit Date
- **Enrolled in Program Leading to Credential or License** – Please select “no” if Intensive Service Date/ Training Date is blank
- **Occupational Code** – Please enter Valid O*Net Code

Reporting to DOL

Program Year – Report Periods				
WIASPR Due Date	Q1	Q2	Q3	Q4
	Nov 15	Feb 15	May 15	Aug 15
Exit Date Range for Performance	Jan 01– June 30	Apr 01–Sept 30	July 01–Dec 31	Oct 01–Mar 31
Exit Date Range for Validation			July 01–June 30	