

Appendix B
Data Quality Revisions to WIASRD
January 25, 2008

Item	Action	Reason
General Issues	Duplicate records have been combined into a single record.	Duplicate records have been determined based on ID and, exit date. When duplicate records were found they were combined into a single record as follows: • Characteristics were taken from the record with the highest local WIB number, which is the more recent WIB if there was a change in configuration. • The registration date is the earliest registration date found on any of the records. • Services include all services found on any of the records. • Outcomes are the best of the outcomes from the set of duplicate records. Exception: younger youth goal information is from the record with the highest local WIB number.
	Records with no funding stream (other than rapid response or statewide incumbent worker) are excluded.	Individuals with rapid response and statewide incumbent worker programs only were not to be reported in the WIASRD. Note that individuals served only by rapid response, additional assistance, are included.
	None.	Some states did not submit data for continuing younger youth participants. These data are needed to calculate the younger youth goal attainment rate and the literacy/numeracy measure. States that did not submit these data include: OR, PA, VA, and VI.
	None.	CA, HI, IL, ME, MN, NJ, NV, OR, PA, VA, VI, and WY did not report data for continuing older youth participants. These data are needed to calculate the literacy/numeracy measure.
	Added exiters from some states' PY 2005 submissions as follows: AL, HI, MT, OR, PR TX, and VT exiters from 1/1/2005 to 3/31/2005	Some states did not include some exiters after 1/1/2005 in their PY 2006 submission. These additions make the public use file a complete file of January 2005 to March 2007 exiters.

Item	Action	Reason
	Deleted records for self-service users.	AR, CT, IN, KS, MA, and OK submitted records for adults and/or dislocated workers who received only self-services and informational activities. These records were deleted from the file so that the data for these states would be comparable to the data for other states.
	Various.	PA and TX submitted data in a different format than the other states. TX submitted using the proposed WISPR WISRD format. PA used a similar format. To the extent possible, the fields in these formats were converted to the standard WIASRD format. Some details are provided for individual items. In addition, both PA and TX had waivers that absolved them from submitting data needed to calculate the standard WIA performance measures, but not needed for the common measures.
Confidentiality Issues	If a local area (WIB) had 50 or fewer exiters in a program year, those exiters were excluded from the file. This deletion, did not apply to statewide programs or NEG projects. The ID was changed using a one-to-one transformation. Date of birth was set to missing. NEG grant numbers were set to missing.	These changes were made to help assure individual confidentiality.
102 Date of Birth	Set to missing (blank).	To help assure confidentiality. Use calculated Item 901, age at registration, instead.
	Set to missing if the age on the registration date is < 13.	Less than age 14 is not eligible to participate in WIA. We allow those between 13 and 14.
104: Individual with a Disability	0 was changed to blank (missing).	This field has legitimate missing values (0 and blank). All zeros were changed to blank for consistency.
	Zero and blank changed to '2' (no) in AL and OR.	These states show only 1's (yes) and zero (missing). The zeros must mean 'no'.
	All values changed to blank (missing) in SD	SD did not report any yes's (code 1). Instead, all values are either no (2) or blank. There were yes's in the portion of the PY 2005 submission that overlaps this submission.
	None.	NJ, NY, and VI show a large amount of missing data. It is possible that some of this missing data really means 'no.'

Item	Action	Reason
	None.	More than 45% are reported as having a disability in VT.
105: Ethnicity 106-110: Race	Recode and Report Ethnicity as: Hispanic, Asian (not Hispanic), American Indian or Alaska Native, Black (not Hispanic), Native Hawaiian or Pacific Islander (not Hispanic), White (not Hispanic), Multiple Race (not Hispanic). .	The race fields are often all 'no' when ethnicity = Hispanic Recoded item is a calculated field; the original race and ethnicity fields are also on the file. Using the recoded field—Item 907—is recommended.
105: Ethnicity	Missing was changed to '2' (no) in MO.	MO reports over 95% missing. It is likely that missing really means no
	Missing was changed to '2' (no) in WIB 41080 in OR.	OR shows a lot of missing data. Most of the missing data is in this WIB, which shows 86% missing, 15% yes, 3% no. It is likely that missing really means no.
	Missing was changed to '2' (no) in CT, KY, MT, NC, UT, and WV.	These states report only '1's and missing and do not report any '2's (no). It seems likely that missing really means no.
106-110: Race	Zero was changed to blank (missing) in the race fields	These fields are to be coded as '1' (yes) or as missing (blank or zero). All zeros were changed to blank for consistency.
111: Veteran	Code '3' was changed to '4' in NV for registrations between 7/1/2003 and 7/1/2005 in WIB 32010.	This NV WIB reported a high percentage of '3's (other eligible persons) among those who registered during this time period. It is likely that the old codes where '3' meant 'no' were used.
112: Campaign Veteran	Set to no if veteran = no or missing	Create consistency. Missing is not an allowed code.
	Set to missing in NC.	Campaign veteran is reported as yes for only 1% of veterans. This is not possible.
113: Disabled Veteran	Set to no if veteran = no	Create consistency.
	Set to missing in NC	NC reported almost no disabled veterans, which is very unlikely to be true.
	Set to blank (missing) in AL.	AL reported all 'no's in PY 04 and many (> 30%) special disabled (code '2'). There was little agreement with the overall disability field (Item 104).
	None.	MS shows many 2's (special disabled) but also many 3's. . However, there is reasonable agreement with the disability field (Item 104).

Item	Action	Reason
	Set to blank (missing) in LA for registrations before 10/1/2003.	Many disabled veterans reported in LA. There is little agreement with the disability field (Item 104) for registrations before 10/1/2003, but good agreement for later registrations.
	None	AK reported almost 40% of veterans as disable. However, there is some agreement with the disability field (Item 104).
	None.	
114: Recently Separated Veteran	Set to missing in MD, NC, and UT.	MD, NC, and UT, reported no or almost no recently separated veterans.
	Set to missing in WY.	WY reported that 80% of veterans were recently separated. This does not seem possible
	Set to missing in MA.	MA reported that all veterans were recently separated. This does not seem possible
	Set to blank (missing) in ND.	ND did not report any recently separated veterans except for exiters after 4/1/2007, which are excluded in the file. These data are not consistent with the data reported last year.
	Set to missing for registrations before 7/1/2000.	Very few recently separated veterans reported for JTPA carry-in. This information was not collected under JTPA.
	Set to no if veteran = no	Create consistency.
115: Employment Status at Participation	Changed '2' (employed, but received notice of layoff) to '3' (not employed) for AL	AL did not report any '3's. Thus, it seems that AL is continuing to use the old yes/no coding that was used before PY 2005.
	Changed '2' (employed, but received notice of layoff) to '3' for WIB 32010 in NV for registrations before 7/1/2005.	This WIB reported many code '2's and few code '3's for registrations before 7/1/2005. It is likely that it used the new codes only for later registrations. It is likely that these '2's for registrations before 7/1/2005 really mean not employed.
116: Limited English-language Proficiency	None.	About 60% yes in PR.
117: Single Parent	Set to missing for adults and dislocated workers in WV.	WV did not report any single parents among adults and dislocated workers.
	Set to blank (missing) in ND.	ND did not report any single parents. These data are not consistent with last year's submission.
	Set to missing for exits before 7/1/2006 in HI.	HI did not report any single parents who exited before 7/1/2006. These data are not consistent with last year's submission.

Item	Action	Reason
118: Unemployment Compensation Programs	Set to missing in MS for registrations before 4/1/2004	MS has too many code '3's (exhaustee) and almost no code '4's (no) for registrations before 4/1/2004. In the JTPA SPIR, code 3 meant 'no'. MS may have continued using the old codes.
	None.	AL, GA, and LA show large percentages with code '3' (exhaustee). This is true across exit dates, registration dates and WIBs.
	Set to missing (blank) in ME.	ME does not report any code '4's (no). There are many '2's and some '3's for both adults and youth. ME reports 95% code '2' (claimant not referred by WPRS) for adults and dislocated workers and almost all code '2' for youth. This cannot be correct.
	Set to missing (blank) in NE.	NE reported only '4's (no). This cannot be correct.
	Set to missing in WIBs 41015 and 41075 in OR for registrations before 10/1/2005.	These WIBs show more than 50% code '3' (exhaustee) for adults and dislocated workers and more than 90% for youth. They also show almost no '4's (no). They are likely using code '3' for 'no' in many cases, as was done before PY 2000.
	Set to missing for youth in WIB 36015 in NY (NYC)	This WIB shows more than 85% code '3' (exhaustee) for youth. May be using code '3' to mean 'no'.
	None.	No exhaustees ('3') in NM.
119: Low Income Check after fixing for TANF, GA	Set to yes if TANF = yes or GA/RCA/SSI = yes (done after TANF and GA/RCA/SSI corrections below)	Creates consistency between TANF, GA/RCA/SSI and low income per law
	Set to missing in VA.	VA reports only 2% of adults and less than 15% youth as low income. Since youth are required to be 90% yes, this seems very unlikely to be true.
	Set to missing in TX for youth	A large number of missing values and almost no code '2's (no) for youth. If the missing data are treated as no, then there are too few low income youth (about 60% when 90% is required).
	Set to missing in OH for youth who registered on or after 1/1/2003.	OH reported very few (<1%) low income youth for registrations on or after 7/1/2003 and less than 50% for registrations between 1/1/2003 and 6/30/2003. This is not possible.
	Set to missing for youth in HI except in WB 15010.	The percent of youth who are low income is only 23% to 57% yes in the other HI WIBs.
	Set to missing in MD	MD reports only 10% low income adults and less than 15% low income youth.

Item	Action	Reason
120: TANF	Set to missing in PR.	PR reported only code '1's (yes). In PR's PY 2004 submission only a small percentage were reported as TANF.
	None.	MA reports that 40% of adults received TANF. This is high compared to other states.
121: General Assistance (GA), Refugee Cash Assistance (RCA), Supplemental Security Income (SSI)	None.	Beginning with PY 2005 this field was changed to include receipt of Food Stamps. Some states implemented this change; others did not. Because Food Stamps is very large relative to the other components of this field, the field is almost meaningless.
123: Highest Grade Completed	None, except as noted below	This field requires high school graduates to be reported as code '87' and code '12' to be used for individuals who completed the 12 th grade but did not graduate. Before PY 2005, code '12' was used for all individuals who completed the 12 th grade, including those who graduated. The file has many more '12's than one would expect. It is likely that many of these '12's are really graduates. Only the most clearly erroneous '12's have been changed to '87', as indicated below.
	For youth, changed code '12' to code '87' for individuals with education status at participation (Item 130) = 3 (high school graduate attending postsecondary school) or '5' (high school graduate not attending school).	The coding for highest grade completed was changed for PY 2005. '12' now means completed the 12 th grade but did not graduate. Code '87' is now used for high school graduates. We assume that youth with highest grade completed of 12 are really graduates if the education status field indicates that they are graduates
	Set to missing in PA for registrations before 7/1/2005.	More than 90% of adults and dislocated workers who registered before 7/1/2005 were reported as having completed some postsecondary education. Youth who registered before 7/1/2005 also had very high postsecondary education. This is extremely unlikely.
	Changed code '12' to code '87' in TN for adults and dislocated workers.	TN reported many code '12's, but no code '87's for adults and dislocated workers. Thus, the 12's are almost all likely to be graduates.
	Changed 'code 12' to code '87' for adults and dislocated workers in the following WIBs in IA: 19080, 19095, , 19120, 19130, and 19150	These WIBs reported more adults and dislocated workers with highest grade completed equals 12 than high school graduates. It is likely that most of the individuals with highest grade completed of 12 are really graduates. The youth data for these WIBs look reasonable.

Item	Action	Reason
	Changed to zero missing for adults and dislocated workers in WIB 36015 in NY (NYC)	This WIB reported zero for 35% of adults and dislocated workers who received intensive or training services. The vast majority of these zero's must represent missing data.
	In 41080 (WIB) and 41901 (NEG) in OH, zero was changed to missing for adults, dislocated workers and youth, and '12' was changed to '87' for adults and dislocated workers..	These WIBS report many zeros for adults, dislocated workers and youth. They also report many 12's for adults and dislocated workers.
	None.	RI reported both a large number of '12's and a large number of GEDs relative to graduates. It is possible that many of the GEDs are really graduates.
	None.	AL and MA report high values of code '12' (completed the 12 th grade but did not graduate). It is possible that these should be treated as graduates, but a larger percentage was reported as graduates and there was no exit, registration or WIB pattern.
	None.	DE and OK reported a substantial number of grade zero (more than 5%) for youth. It is possible that these are missing data.
124: Displaced Homemaker	None	No displaced homemakers were reported in DC and VI. Almost no displaced homemakers reported in HI, MA, MN, NH, NJ, PA, RI, and TX., Displaced homemakers are more than 15% of dislocated workers in DE and 10% of dislocated workers in WY
	Changed missing (blank or zero) to code '2' (no).	Displaced homemaker is an eligibility criterion for dislocated workers, the only group for whom this field is collected. Therefore, we assume that individuals with missing data did not become eligible for the WIA dislocated worker program because they were displaced homemakers.
125: Date of Actual Qualifying Dislocation	None	This field is missing for many dislocated workers (about 40%).
	Dislocation dates before January 1, 1960 or after 10/15/2007 were set to missing.	There are some extreme dates of dislocation: some years ago, others after the exit date.
126: Homeless	Set to missing for adults who were not also youth in AK, KY, MD, ME, NE, NH, OR, UT, and WV	Homeless was a new data item for adults beginning with PY 2005, although it was collected before PY 2000. These states reported no homeless adults (except for some adults who were also youth).
	Set to missing for adults who were not also youth and registered before 7/1/2005 in ND and PR.	ND and PR did not report any homeless adults who registered before 7/1/2005, when this reporting requirement became effective.

Item	Action	Reason
	Set to missing for adults who were not also youth and exited before 7/1/2005 in AR	AR did not report any homeless who exited before PY 2005, but did report homeless who exited in PY 2005 and registered before PY 2005.
127: Offender	Blank (missing) changed to 'no' for individuals who registered and exited after 7/1/2005.	Missing data are not allowed in this field, for which reporting became effective 7/1/2005.
	Set to missing for adults who were not also youth in AK, KY, MD, ME, NE, NH, OR, TN, UT, and WV	Offender was a new data item for adults beginning with PY 2005, although it was collected before PY 2000. These states reported no offender adults (except for a few among adults who were also youth).
	Set to missing for adults who were not also youth in 06903 (CA statewide programs).	CA reported that 57% of exiters from statewide programs were offenders. This is possible if these programs focused on offenders. However, offenders are not mentioned in the discussion of statewide programs in CA's Annual Report.
	Set to missing for adults who were not also youth who registered before 7/1/2005 in PR	PR did not report any homeless for adults who were not also youth and registered before 7/1/2005, when this reporting requirement became effective.
128: Pregnant or Parenting Youth	None.	
129: Education Status at Time of Registration	Make consistent with highest grade completed: If highest grade ≥ 12 change from attending high school to attending post high school or from dropout to high school graduate. If highest grade completed < 12 change from attending post high school to attending high school and from high school graduate to dropout.	Some records have inconsistent data in the education status and highest grade completed fields. This adjustment assumes that the attending school portion of education status is correct and that the detailed highest grade completed is correct. There were more inconsistencies in TX than in other states (more than 10% of youth).
130: Basic Literacy Skills Deficient	Set to missing for exiters before 7/1/2005 in WV and TX.	WV reported no basic skills deficient youth who exited before PY 2005. However, many of these youth had basic skills goals. TX reported no basic skills deficient among youth who exited before PY 2005.
131: Foster Care Youth	Set to missing all exiters in MN, and UT.	Foster Care Youth was a new data item beginning with PY 2005, These states reported no foster care youth.

Item	Action	Reason
	Set to missing for registrations before 7/1/2005 in AL, AZ, DC, LA, MS, PR, TN, and VI.	These states reported no or very few foster care youth for registrations before 7/1/2005, when reporting this field became effective.
	Set to missing for registrations before 7/1/2004 in AR.	AR reported very few foster care youth for registrations before 7/1/2004.
302: Date of Registration	Registration dates before January 1, 1990 or after the exit date were set to missing.	There are some extreme dates of registration: some years ago, others after the exit date.
303: Exit Date	Only records with exit dates between January 1,, 2005 and March 31, 2007 are included in this file, except that youth with later exit dates or without an exit date are included.	Younger youth with later exit dates or without an exit date are included to allow computation of the younger youth skill attainment rate. Both older and younger youth are needed to allow computation of the literacy and numeracy measure. However, it is possible that some youth without an exit date may have exited between April and June 2007. So these additional younger youth data should be used only for these calculations.
304-313: WIA Programs	Missing data set to 'no'	If a yes does not appear for a WIA program, we assume the individual did no participate in that program, except as noted below.
	Records with no program reported as 'yes' or with the only yes's in 311: Rapid Response or 309: Incumbent Worker Statewide are excluded from the file	Records for individuals with no for all WIA programs or Rapid response or Incumbent worker only should not have been submitted. Rapid response additional assistance only records are included in the file.
Youth Statewide programs	Set to missing for individuals who were not youth.	
	None.	AL and ID report all youth as being in both local and statewide programs. KY and VI report all youth as being in statewide programs.
313a-c: National Emergency Grant	Treat 0 or 0000 or 9999 as not NEG	0 or 0000 seems to be used to denote blank or no rather than true NEG grant
	None.	No NEG's reported in AZ, KS, ND, NM, NV, VI, and WY. These states may not have any NEG projects.
	None.	In CO, DC, NY, and UT all reported NEG participants are co-enrolled in local or statewide dislocated worker programs. These states may not be including NEG participants who are not co-enrolled in its WIASRD submission.

Item	Action	Reason
314-329: Partner programs	Change 2 to missing (2 is not a valid code), except for veterans programs change 3 to missing and leave code '2' for Wagner-Peyser, TAA, and Veterans programs	Reporting partner programs is optional except for TAA and Wagner-Peyser. Reporting instructions were to use only the codes for yes and to leave blank otherwise when reporting was not required. "2" is a valid code for Veterans programs.
	None.	Some states reported that 100% participated in at least one partner program, including AZ, DC, DE, FL, HI, ND, NM, PR, SC, SD, and WY.. Other states reported no participation in partner programs, including NH and VA. AL reported almost no participation in partner programs before PY 2006.
318: Veterans programs	Set to missing in ME:	Many non-veterans among veterans programs participants in ME. Many of these not likely to be dependents because they are adult males.
	'2's changed to blank (no) in PR.	PR reported only code '2's. It is not credible for all participants to be co-enrolled in VWIP.
	Code '3' changed to blank (no).	Some states used code '3' to denote 'no'.
328: Employment and Training Programs Related to Food Stamps	Set to missing in: CT and VI. NV and WIB 41080 and 41015 in OR for registrations before 7/1/2005 WIBs 26020, 26060, 26090, 26115, 26130, 26145, and 26165 in MI. WIBs 47005, 47010, 47075, 47085, and 47120 in TN.	This field is intended to report participants in the Food Stamps E&T program. However, these states and WIBs report participation rates that seem much too high. They may be reporting receipt of Food Stamps (which was reported under JTPA) instead. These states and WIBs reported high percentages of yes, either for all registrations or the registrations indicated.
330: Supportive Services	None.	All no in DC, MT, PA, and VI. Almost all no in AL and NJ. Less than 10% in MD, MS, NM, NY, and RI. .
	Missing or invalid codes changed to 'no'	Assume that missing means 'no'
331: Needs-based payments	None.	All no in GA, HI, KY, MT, NM, NV, SD, UT, VI, and VT.
	Change missing or invalid codes to 'no'.	Assume that missing means 'no'.
330: Received Disaster Relief Assistance	Changed missing (blank or zero) to code '2' (no) for dislocated workers participating in an NEG project.	Assume that missing means 'no' because this is a type of service.
	Set to missing (blank) for persons not participating in an NEG project.	This item is collected only for dislocated workers participating in NEG projects.

Item	Action	Reason
331: Received Core Self-services and Informational Activities	Set to missing (blank) in AK, CO, DE, FL, GA, IA, IL, KY, MN, MO, , ND, NH, NJ, NY, SD, VI, and VT.	This was a new reporting item in PY 2005. These states reported no or very few recipients of these services. We assume that the data was not collected. Because of the large amount of underreporting, use of this item is not recommended.
	Set to missing in AR and DC for registrations before 7/1/2006. Set to missing for registrations before 7/1/2005 in AL, LA, NE and WV. Set to missing in KS for registrations before 4/1/2005. Set to missing in SC for registrations before 4/1/2006.	These states reported almost no recipients of these services for these registrations.
	Set to missing in NV for registrations on or after 7/1/2005.	NV reported almost no recipients of these services for these registrations.
332: Date of First Staff Assisted Core Service.	Change missing to the registration date.	This is a new reporting item for PY 2005. All individuals should receive a staff assisted core service. When this date is missing, we set it to equal the registration date, except in states that submitted records for self-service only participants (AR, CT, IN, KS, MA and OK).
333: Received Workforce Information Services	Set to missing in AK, AR, DE, GA, IA, IL, KY, ME, MO, ND, NH, NJ, OK, UT, VI, and VT.	This was a new reporting item in PY 2005. These states did not report any recipients of these services (OK reported almost none). We assume that the data was not collected. Because of the large amount of underreporting, use of this item is not recommended.
	Set to missing to '2' (no) in MD, RI, TN, VA and WV.	These states report only code '1's (yes) and missing;
	Set to missing for: registrations before 7/1/2005 in AL, exits before 10/1/2005 in CT and NC exits before 10/1/06 in IN exits before 4/1/2005 in KS and MN exits before 4/1/2006 in SC exits before 4/1/2006 in SC	These states have relatively few 'yes's for earlier registrations.
	Set to missing for registrations on or after 7/1/2005 and exits on or after 4/1/2006 in NV.	None reported for these exits and registrations.

Item	Action	Reason
332: Date of first intensive service	Intensive service dates before January 1, 1990 or after the exit date were set to missing.	There are some extreme dates of first intensive service: some years ago, others after the exit date. Note: dates of first intensive service before the registration dates are possible if the intensive service was provided by a partner program.
	None	There are some records that do not have an intensive service date even though the individual received training.
335: Date Entered Training	Training service dates before January 1, 1990 or after the exit date were set to missing.	There are some extreme dates of first training service: some years ago, others after the exit date. Note: dates of first training service before the registration dates are possible if the training service was provided by a partner program.
Training	Create a new field, training (Item 938). Training= 1 if (adult or dislocated worker or older youth) and [training date is a valid date) and Type of Training #1 is >=1	This definition of training is used in the definition of the WIA credential rate.
336: Date Completed, or Withdrew from, Training	None.	The training completion date is missing for many exiters who received training. ME did not report the completion date for any trainees. This was a new item for PY 2005.
334: ITA	Set to 2 if missing or invalid	Assume that individuals not reported as having an ITA did not have one.
338: Pell Grant Recipient	Change missing (blank or 0) to code '2' (no).	Missing data are not allowed. A few states have a small amount of missing data.
339: Received Prevocational Services	Set to Missing in AK, ME, MT, TN, WV, and WY	None reported in these states. This was a new item for PT 2005.
	Set to missing in DC, MO, MS, and NH.	Very few yes's reported in these states.
	Set to missing for exiters before 7/1/2005 in AL	Relatively few yes's for these exiters.
	Set to missing for registrations before 1/1/2005 in VI.	Relatively few yes's for these registrations.
340: Type of Training Service # 1 340: Type of Training Service # 1	None.	FL, IL, MN, OR, and WA report many code '2's (Skill Upgrading & Retraining) and no or very few code '6's (Other Occupational Skills Training). Many other states report many code '6's and few or no code '2's. It is likely that there is not any consistent difference between codes '2' and '6'. They should probably be treated as equivalent.

Item	Action	Reason
	In KS, if the first training type was blank but the second training type was not, the code in the second type was moved to the first type.	KY reported some records with values in the second training type but not in the first training type.
338: Occupational skills training code	None.	This field contains the occupational of training code as reported. Although use of O*Net 4.0 or later codes was required, many states use other coding systems (e.g., DOT, CIP, OES, O*Net 98, etc.), as was allowed in previous years. We developed a calculated variable by converting these alternate codes and the O*Net 4.0 codes to O*Net 10.0 codes. See Item #917.
	Set to missing for adults and dislocated workers if no training received.	
	Set to missing if all '9's or '0's.	Invalid codes
	None.	Occupation codes for the training program is frequently not reported
343: Enrolled in Education	None.	While most states show near 100% enrolled in education for those attending school at either participation or exit, some states (AL, HI, PA, PR, and VA) show less than 80%. No changes were made because we did not find a pattern by exit date or registration date.
340-345: Youth Services	If all youth services are 'no' for an individual, set all youth services to missing	Many cases show no services for youth, which is impossible. We assume that if no services were reported for a youth that it was a reporting problem. Some states show fewer than 5% of youth without any youth activities. In these states, youth without activities may really have not received activities. Other states show more than 20% without activities—most likely a reporting problem. States with more than 20% without any activity in at least one program year include AL (PY06), ME, NJ, OR, VI, and WV (PY04).
346: Received 12 months of follow-up	Set to missing for exiters after 6/30/2006 and those who have not exited.	Too soon to determine at submission date for later exiters. Many states report at least some 'yes' values for youth who have not been out of WIA for 12 months and even for some who have not exited.
	None.	UT is all 'yes', even for those who exited less than 12 months before the submission date.

Item	Action	Reason
	None.	None reported in DC. Almost none reported in MA. Some other states have very few reported even though providing 12 months of follow-up is required.
603-606, 610-614, 616, 618, 619: Adult, Dislocated Worker, and Older Youth outcomes	Set to missing if not adult, dislocated worker, or older youth.	These data are not to be reported for younger youth.
	Data for many outcomes for PA for exiters from 1/1/2005 to 3/31/2005 were pulled from the PY 2005 submission.	PA reported zero or abnormally low values for many outcomes for exiters from 1/1/2005 to 3/31/2005. These data were not consistent with the data reported last year.
601, 605, 607, 609: Employment in Quarters 1, 2, 3, and 4 after exit	Set to 1 if quarter 1 wages >0 (but not 99999 or 99999.99).	Person should be reported as employed if wages > 0 in wage records.
	Set code 3 to 2 (no)	Some states have code 3 (too early to collect data) in quarters when data are reported for most exiters. For quarters where data should be available (varies by state), code 3 is treated as 'no'.
	Set missing to 2 (no) except when specifically set to missing	If person is not found in the wage records for a quarter, employment is 'no' unless supplemental data are available.
	Quarters 2 and 4 set to missing for younger youth	These data are not required for younger youth.
602, 606, 608, 610: Type of Employment Match Quarters 1, 2, 3, and 4 after Exit	Set to '1' if not 1, 2, 3 or 4 and wages in the quarter >0 (not 999999.99)	If wages are reported we assume that wage records were used, unless another type of administrative record is reported. .
	Set to missing if employment in the quarter not equal 1	Type of match reported only if the person is employed.
612, 613, 614: Wages in the 3 rd , 2 nd , and 1 st quarters before participation	Values of 99999 or 99999.99 were set to missing	These values signify that the state was unable to obtain the wage record information because the quarter was too far back in time to access easily.
	Change negative values to zero.	
	Values over 999999.99 were set to missing	We assume such values are invalid.
	Missing and 999999.99 were set to zero in AK, ME, PR, TN, and VA	These states report many missing and/or 999999.99 (too soon to determine), but no zero wages. They have a normal amount of positive wages. It is likely that the missing and 999999.99 really mean zero.
	Set to missing in PR for older youth	PR reported positive wages before participation only for older youth who were also adults or dislocated workers.

Item	Action	Reason
	Set to missing in: MA and PA for exit dates on or after 10/1/2006 SD for exit dates on or after 10/1/2005 DE, for exit dates on or after 1/1/2007.	Fewer than normal positive wages for these exiters. .
614: Wages in the quarter before participation	Set to missing for AL, NE, and PR.	No positive wages in the quarter before participation reported in these states. This item was new for PY 2005.
615, 616, 617, 618: Wages in Quarters 1, 2, 3, and 4 after Exit	Set missing or 99999.99, 99999 to zero except when specifically set to missing	Code 99999.99 was intended to capture cases when it was too soon to capture wage record data—should occur for all or no exiters in a quarter. If occurs for all or many exiters in a quarter, then was set to missing above.
	Change negative values to zero.	
	None.	Very low percentage of wages are positive for younger youth in OH due to the use of supplemental data to determine employment.
	Values over 999999.99 were set to missing	We assume such values are invalid.
601, 615: Quarter One wages and employment	Set to missing for exit dates on or after 10/1/2006	Too soon to report on submission date.
606, 616: Quarter Two wages and employment	Set to missing for exit dates on or after 7/1/2006	Too soon to report on submission date.
	Set to missing for younger youth	Quarter two data is not required for younger youth.
608, 617: Quarter 3 wages and employment	All: set to missing for exit dates after March 31, 2006	Too soon to report on submission date.
610, 618: Quarter Four wages and employment	Set to missing for exit dates on or after 1/1/2006	Too soon to report on submission date.
	Set to missing for exit dates before 4/1/2004 in PA	Employment rate is abnormally low and abnormally low number of positive wages compared to 3 rd quarter. The data for exiters before 4/1/2004 in PA was derived from an earlier data file.
	Set to missing for younger youth	Quarter two data is not required for younger youth.
	Set to missing in NH for exiters on or after 10/1/2005.	No employment reported for these exiters in NH.

Item	Action	Reason
603: Occupational Code (if available)	None.	This field contains the occupation code as reported. Although use of O*Net 4.0 or later codes was required, many states use other coding systems (e.g., DOT, OES, O*Net 98, etc.), as was allowed in previous years. We developed a calculated variable by converting these alternate codes and the O*Net 4.0 codes to O*Net 10.0 codes. See Item #919.
	Set to missing for adults and dislocated workers if not employed in the quarter after exit.	
	Set to missing if all '9's or '0's.	Invalid codes
605: Training-related employment	Set to missing if employed Q1 not = 1	Required item only for employed in quarter after exit
	Set to missing if no training for those who are not youth.	Required for adults and dislocated workers only if the individual received training.
	Set to missing in HI, OR, PA, and VI	All 'no' in these states.
	Set to missing AZ, DC, KY, LA, MD, NJ, NM, NY, PA, SC, TX, and WY	Many WIBs in these states have abnormally low values (<10%)
	Set to missing in the following WIBs and statewide programs 39165, 39255, , , 39901, 39902, 39903, 44901, , 47070, 54015, 54901 ,54903, 72005, 72888	These WIBs and statewide programs have abnormally low values (<5%)
	None.	Many other WIBs show low values (<20%). They seem to be reporting that the individual did not enter training-related employment when they don't know whether or not the employment was training-related. The above data adjustments only screened out the most extreme cases.
607: Nontraditional employment	Set to missing if employed Q1 not = 1	Required item only for employed in quarter after exit.
	Set zero to missing (blank).	Zero is an alternative code for missing. With the change all states are consistent.
	Set to missing in PA, WY, and VI.	None reported.
	None.	Over 50% missing in OR.
619: Type of Recognized Credential	Set to missing for adults and dislocated workers who did not receive training (as defined above) and were not older youth.	Some states reported credential for individuals who were not recorded as receiving training. Credential counted only for those adults and dislocated workers who received training.
	Set to missing for exits after 9/30/2006	Too soon for complete data on submission date.

Item	Action	Reason
	Set to missing in PA and TX	These states have waivers that allow them to report on the common performance measures rather than the other WIA measures.
621-668: All Goal information	Set to missing if not younger youth	Relevant only for younger youth.
	None.	Missing in TX and PA. TX and PA have waivers from collecting younger youth goal information. Many youth in WV have no goals reported.
620, 624, 628, 632, 636, 640, 644, 648, 652, 656, 660, 664: Goal Type #1-12	If not 1, 2, or 3 set to missing	Invalid codes
	Set to missing if set date is after exit date.	Goals cannot be set after exit.
	None	Goals were reported as set for relatively few younger youth in some states.
621, 625, 629, 633, 637, 641, 645, 649, 653, 657, 661, 665: Date Goal Set #1-12	If after exit date set to missing	Goals cannot be set after exit.
	Set to missing if goal type is not 1, 2 or 3	If no goal reported, then set date should be missing
622, 626, 630, 634, 638, 642, 646, 650, 654, 658, 662, 666: Attainment of Goal #1-12	If = 3 set to 2 unless exit reason is 1,2,3 or 8 and exit date less than a year after set date	Pending goals are allowed for exiters only if exit reason is recorded as 1, 2, 3, or 8.
	Set to missing if goal type is not 1, 2 or 3	Create consistency
	If attainment date is after exit date: Set to 2 unless {exit reason is 1, 2, 3 or 8 and exit date less than a year after set date}.	Attainments after exit are not counted.
	If attainment date is after exit date and attainment = 2, then set to 3 if exit reason is 1, 2, 3 or 8 and exit date less than a year after set date.	Goals that are pending when a youth exits with one of the specified exit reasons are not counted in the performance measures and should be treated as 'pending'.
623, 627, 631, 635, 639, 643, 647, 651, 655, 659, 663, 667: Date Attained Goal #1-12	If before April 1, 2000, set to missing {except in early implementing states}. If before July 1, 1999, set to missing in early implementing states (FL, IN, KY, TX, UT, VT)	Attainments cannot occur before WIA started.
	Set to missing if attainment is not 1 or 2.	Create consistency
	Set to missing if attainment date is after exit date	Attainments after exit are not counted.

Item	Action	Reason
668: Attained Degree or Certificate	Set missing to '4' (no) for younger youth.	This information is required for the younger youth diploma rate. If the data is not reported, we assume that the youth did not receive a diploma. There is a very large amount of missing data in OR and UT. However, these states do not report any 'no's'. So it is reasonable to assume that the missing data means 'no'. There is a small amount of missing data for younger youth in AL (<1%) and MS (<5%).
	For younger youth, Set to 4 if = 1 or 2, and diploma date is after the end of the calendar quarter after exit.	Only diplomas attained before the end of the calendar quarter after exit count.
	Set missing to '4' (no) for older youth in MT, PR, OR, UT, and WA.	MT, PR, OR, UT, and WA have a large amount of missing data, but no 'no's'. So it is reasonable to assume that missing means 'no'.
	For older youth, set missing to the appropriate value based on Item 619, Type of Recognized Credential. Set to 1 if Item 619 = 1 Set to 3 if Item 619 is 2, 3, 4, or 5.	Both items are required for older youth and report similar information. Item 619 codes are '1' (Highs School Diploma/GED, '2' (AA or AS degree), '3' (BA or BS), '4' (Occupational Skills Licensure, and '5' (Occupational Skills Certificate/Credential).
	None.	This field was new for older youth in PY 2005. Several states show significant missing data for older youth.
	Change '1' (high school diploma) and '2' (GED) to '4' (no) if the youth had a secondary school diploma at participation (Highest grade completed is 87, 88, 91, 16, or 17 OR School status at participation is 3 or 5)	A high school diploma can be attained only if the youth was not a high school graduate at participation. We treat the youth as a graduate at participation if Item 129, School Status at Participation, is 3 (Received secondary school diploma or equivalent and is attending a postsecondary institution) or 5 (High school graduate not attending school) or if Item 122, Highest Grade Completed, is 87 (High school diploma), 88 (GED), 91 (Associates diploma or degree), 16 (Bachelor's degree) or 17 (education beyond Bachelor's degree)
	Set to missing for exiters after 3/31/2007.	Too soon to determine on submission date.
	None	Annual Report diploma rate over 10 percentage points higher than rate calculated from WIASRD in NM and over 8 percentage points lower in MT and TN.

Item	Action	Reason
674: Diploma Date	Set to missing if diploma not = 1 or 2.	Diploma date should be reported only for cases with diplomas
	Set to missing if diploma date after the end of the quarter after exit.	Diplomas count for performance only if attained by the end of the quarter after exit.
670: School Status at Exit	None.	There is a lot of missing data for many states. States with large amounts of missing data (>45% of youth) include CO, HI, IA, IL, LA, MN, MS, NC, NE (PY 03 and 04), OK (PY 03 and 04), OR, SC (PY 03 and 04), TN (PY 03 and 04), UT, and WV. Many other states have significant amounts of missing data. Extreme care should be taken when using this data.
	None.	There are inconsistencies among this item, Item 122, Highest grade completed, Item 129, School Status at Participation, and Item 668, Attained Degree or Certificate.
	Set to missing in LA for exits before 1/1/2006 if this field was '1' or '2' (attending high school or alternative school) and a high school degree was attained and the attainment date was before the exit date.	LA had inconsistencies between school status at exit and degree attainment for these exiters: they were reported as attaining a high school degree before exit but still attend high school at exit.
675: Youth placement	Set to 6 (no) if = not 1-4	Invalid codes.
	Set to missing for exiters after 9/30/2006.	Too soon to report complete data on submission date.
	None.	Missing (no) for all youth in HI. Missing (no) for all older youth in AZ and OR and for all PY 03 and PY 04 older youth in RI Missing (no) for almost all older youth in LA.
676: Youth retention	Set to missing for exiters on or after 4/1/2006	Too soon to collect complete data
	None.	All missing (no) in HI
	None.	All missing (no) for older youth in ME, MN, OR and VT.
	None.	Almost all missing for younger youth I VT
701 to 743: Additional youth literacy and numeracy assessment data	None.	These data are extremely incomplete. Many states did not report these data and other states reported only partial data.

Item	Action	Reason
901: Age at registration	Set to missing if age < 13.	Only individuals age 14 or higher at registration eligible for WIA.