

Appendix B
Data Quality Revisions to WIASRD
December 8, 2008

Item	Action	Reason
General Issues	Duplicate records have been combined into a single record.	<p>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:</p> <ul style="list-style-type: none"> • 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. <p>There were only 22 duplicate records.</p>
	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 youth participants. These data are needed to calculate the younger youth goal attainment rate and the literacy/numeracy measure. PA did not submit any data for continuing youth participants; MS did not submit such data for younger youth. It is possible, however, that there were no continuing youth.
	<p>Added exiters from some states' PY 2006 submissions as follows:</p> <p>DC, MT, NM, OR, PR, SC, and VT exiters from 1/1/2006 to 3/31/2006</p>	Some states did not include exiters from 1/1/2006 to 3/31/2006 in their PY 2007 submission. These additions make the public use file a complete file of January 2006 to March 2008 exiters.

Item	Action	Reason
	Deleted records for self-service users.	AK, AR, CT, DE, KS, KY, MA, OH, 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'.
	None.	CT, KY, NJ, NV, NY, and VI show a large amount of missing data. It is possible that some of this missing data really means 'no.'
	None.	More than 45% are reported as having a disability in VT.

Item	Action	Reason
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 NJ, NV and NY.	These states report more than 60% missing and more Hispanics than non-Hispanics. It is likely that missing really means no
	Missing was changed to '2' (no) in VI	VI has more than 75% missing. Although the yes's outnumber no's it seems likely that missing means no because VI does not have a Spanish heritage. After this change, the proportion Hispanic is similar to the proportion for the full VI population.
	Missing was changed to '2' (no) in CT, MO, 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.
	None	KY has over 89% missing data, OK about 10%, and RI about 15% missing.
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	None.	
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 <1% of veterans. This is not possible.
113: Disabled Veteran	Set to no if veteran = no	Create consistency.
	Set to missing in NC for registrations before 10/1/2006	NC reported almost no disabled veterans for registrations before 10/1/2006, which is very unlikely to be true.
	Set to blank (missing) in AL	AL reported (> 30%) special disabled (code '2'). There was little agreement with the overall disability field (Item 104).
	Set to missing in AK for registrations before 1/1/2007	AK reported about 85% of these registrations as disabled veterans and there is little agreement with the disability field (Item 104).
	Set to missing in VA.	VA reported no disabled veterans with registration dates before 1/1/2008 and few with later registration dates.

Item	Action	Reason
	Set to blank (missing) in LA for registrations before 10/1/2003.	Many disabled veterans reported in LA for these registrations both this year and last year. There also little agreement with the 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).
114: Recently Separated Veteran	Set to missing in MD and UT.	MD and UT reported no recently separated veterans.
	Set to missing in MA.	MA reported that all veterans were recently separated. This does not seem possible
	Set to missing in CT	CT reported only about 1% of veterans as recently separated; all were registered between 4/1/2006 and 9/30/2006.
	Set to missing in DC	Fewer than 2% of veterans reported as recently separated (just one person).
	Set to missing in NC	NC reported no recently separated veterans for registrations before 4/1/06 and few for later registrations.
	Set to missing in WA	None reported for registrations before 4/1/2005 and few for later registrations.
	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	None.	DC, DE, MI, UT, VT and WY did not report any code '2's (received notice of layoff). Some other states reported very few code '2's PA reported many '2's, even for youth.
116: Limited English-language Proficiency	None.	About 55% yes in PR. None reported in WV. None reported for youth in CT and DE.
117: Single Parent	Set to missing for adults and dislocated workers in WV.	WV reported almost no single parents among adults and dislocated workers.
	Set to missing for exits before 7/1/2006 in HI.	HI did not report any single parents who exited before 7/1/2006.
	None.	IL reported about 1% single parents. CT reported about 1% for youth.

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 and GA, 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. ME reports 90% 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 (NYC) and 36903 in NY.	These WIB show more than 85% code '3' (exhaustee) for youth. May be using code '3' to mean 'no'.
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 DE, OH, and PA for youth	DE, OH, and PA reported less than 50% low income for youth when 90% is required. This is not possible.
	Set to missing for youth in HI for registrations before 1/1/2006 except in WB 15010.	The percent of youth who are low income is less than 50% yes for registrations before 1/1/2006 in WIBs other than 15010.
	Set to missing in MD	MD reports only 7% low income adults and 11% low income youth.
120: TANF	Set to missing for adults in PR.	PR reported only code '1's (yes) for adults. In PR's PY 2004 submission only a small percentage were reported as TANF.
	None.	MA reports that nearly 40% of adults received TANF. This is high compared to other states. VI reported no TANF and DE reported no TANF youth.

Item	Action	Reason
121: General Assistance (GA), Refugee Cash Assistance (RCA), Supplemental Security Income (SSI)	None.	<p>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.</p> <p>AL and WV reported none, VI almost none for adults and youth.</p> <p>AZ, CO, DC, FL, ID, KY, LA, MA, MD, MI, MS, NJ, NM, NV, NY, OH, OR, PR, RI, SC, SD, TN, UT, VA, WI, WV, and WY reported less than 5% for adults. AK, CA, HI, IA, ME, MN, and ND reported less than 10% for adults.</p>
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
	<p>Changed 'code 12' to code '87' for adults and dislocated workers in the following WIBs</p> <p>19080, 19095, 19120, 19130, 19135, 19150, and 30901</p> <p>19115 for registrations before 7/1/2006</p> <p>19155 for registrations before 10/1/2004</p>	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.
	Changed zero to missing for adults and dislocated workers in WIB 36015 in NY (NYC)	This WIB reported zero for 17% of adults and dislocated workers who received intensive or training services. The vast majority of these zero's must represent missing data.

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	Changed zero to missing for the following WIBs for adults and dislocated workers: 12165, 12900, 19080, 19135, 19150, 19901, 19903, 24055, 30901, 30902, 44901	These WIBs have more than 3.5% zero and no missing for adults and dislocated workers.
	In 41080 (WIB) and 41901 (NEG) in OH, zero was changed to missing for adults, dislocated workers and youth	These WIBS report many zeros for adults, dislocated workers and youth and almost no missing data.
	Changed zero to missing in DE and WIBS 34025, 34035, 40040, 40055, 51025 for youth.	These WIBs have more than 3.5% zero for youth and almost no missing data.
	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.	MA and MS report high values of code '12' (completed the 12 th grade but did not graduate) for adults and dislocated workers. 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.
124: Displaced Homemaker	Changed to no in PA.	PA reports that all dislocated workers were displaced homemakers. Missing data are not allowed as discussed below.
	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. More than 60% were missing in TX.
	None	No displaced homemakers were reported in DC, GA, OH and VI. Almost no displaced homemakers reported in MA, MN, NH, NJ, and NV Displaced homemakers are about 15% of dislocated workers in DE and 20% of dislocated workers in WY
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 10/15/2008 were set to missing.	There are some extreme dates of dislocation: some years ago, others after the exit date.

Item	Action	Reason
126: Homeless	Set to missing for adults who were not also youth in AK, MD, 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.
	Set to missing for youth in PA	Almost all the youth data in PA were missing with a few 'no's. The remaining no's were set to missing.
	None.	AL, AR, IL, KY, LA, MO, MS, PR, TN, VA, and WY reported almost no homeless adults except possibly for a few who are also youth.
	None	MS reported almost no homeless youth and VI no homeless youth.
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, NE, NH, OR, 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: TN for adults who registered before 7/1/2005 MD for adults who registered before 4/1/2007	TN and MD did not report any offenders among these adult registrants who were not also youth and reported none in last year's submission.
	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.	CT reported almost no pregnant or parenting youth.
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 AL (>3% of youth), PA (>5%) and TX (>10%) than in other states.

Item	Action	Reason
	In NY, set to the value in the PY06 submission if the date of first youth service is less than 7/1/2006 and there are no pretests reported.	<p>NY reported no basic skills deficient youth among PY 05 exiters and only 7% among PY 06 exiters and 32% among PY 07 exiters. These data are not consistent with the PY06 submission which had about 50% of youth deficient.</p> <p>The vast majority of the difference is youth with no pretests recorded and first dates of youth service before 7/1/2006, when pretests became required. It looks like NY erroneously changed these data to make them consistent with pretests.</p>
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.
	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 both this year and last year.
	Change missing to no in TX	TX reported about 97% missing and very few 'no's. Missing is not a valid code and the missing data probably mean no.
	Change missing to no in WV	WV reported about 30% missing. Missing is not a valid.
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, 2006 and March 31, 2008 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.
307: Youth (Statewide 15%)	Set to missing for individuals who were not youth.	

Item	Action	Reason
Activities)	None.	AL and ID report all youth as being in both local and statewide programs. VI reports all youth as being in statewide programs, but not local programs.
311: Rapid Response	None.	AL, AR, DE, GA, ID, IL, KS, KY, ME, MN, NC, NV, NY, OR, PA, SD, VI, and VT did not report any Rapid Response. This field is required only if a rapid response participant also participated in a local, state or NEG dislocated worker program.
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 AK, AZ, AL, DC, ND, NM, NV, PR, UT, VI, and WY. These states may not have any NEG projects. Only a few NEG's were reported in CO (1), NJ (2), NY (2), VA (1), and VT (9).
	None.	In CO, IL, and NE, 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, as required.
	None.	In MI, NH, and OR, no NEG participants are co-enrolled in local or statewide dislocated worker programs.
	None.	Invalid NEG codes were reported in AR, CA, CT, KY, LA, MD, ME, MO, OH, MI, and
	Moved codes beginning with 'WR' from 313a or 313b to 313c.	FL reported codes for WIRED codes in 313a when they are to be reported in 313c. Records with these codes and codes beginning with 'CAA' are included in the public use file only if they are coenrolled in local, statewide or NEG program.
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, CA, DC, FL, HI, LA, MT, ND, NM, SC, SD, VA, and WY. NH states reported no participation in partner programs, PR reported almost none.

Item	Action	Reason
318: Veterans programs	Set to missing in ME:	ME reported an unusually high percentage of participants in veterans programs (>15%). There are many non-veterans among these veterans programs participants in ME. Many of these not likely to be dependents because they are adult males. This does not seem possible.
	'2's changed to blank (no) in MT and PR.	MT reported only code '2's (VWIP). It is not credible for all participants (including youth) to be co-enrolled in VWIP PR reported only '2's for participants who had not exited.
	Code '3' changed to blank (no).	Some states used code '3' to denote 'no' in previous submissions.
322: Wagner-Peyser Act	Changed '0' to '2' in PA.	PA shows only 0's and 1's (yes). This field is required and no's are to be reported using code '2'.
	None.	None reported in MO, MT, and NH. Only a few (<5%) reported in MI, MN, PR, and TN.
328: Employment and Training Programs Related to Food Stamps	Set to missing in: CT WIBs 41080 and 41015 in OR for registrations before 7/1/2005 WIBs 26020, 26045, 26060, 26090, 26100, 26115, 26130, 26145, 26150, and 26165 in MI. WIBs 47005, 47010, 47075, 47085, and 47120 in TN. WIBs 04020 in AZ, 16005 in ID, 29025 and 29055 in MO, 48140 and 48260 in TX, and 78903 in VI.	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 (>7.5% among all exiters). They may be reporting receipt of Food Stamps (which was reported in this field under JTPA) instead. CT is more than 20% yes. These states and WIBs reported high percentages of yes, either for all registrations or the registrations indicated.
326: Other WIA or Non-WIA Programs	None.	Several states reported relatively high values, including MA (>60%), WA (>10%), TX (10%), and UT (50%). This is unusual, but possible. Other states are less than 5%.
330: Supportive Services	None.	All no in AL and VI. Almost all no in DE and NJ.
	Missing or invalid codes changed to 'no'	Assume that missing means 'no'
331: Needs-based payments	None.	All no in DE, GA, HI, KY, NH, NV, SD, UT, VI, and VT.
	Change missing or invalid codes to 'no'.	Assume that missing means 'no'.

Item	Action	Reason
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.
331: Received Core Self-services and Informational Activities	Set to missing (blank) in AK, CO, DE, GA, IA, IL, MN, ND, NH, NJ, SD, 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 for exits before 7/1/2006 in AR, DC, and HI. Set to missing for exits before 10/1/2006 in VI Set to missing for exits before 4/1/2007 in FL Set to missing for exits before 1/1/2007 in PA Set to missing for exits before 4/1/2008 in NV Set to missing for exits before 4/1/2006 in LA Set to missing for exits before 7/1/2004 in AL.	These states 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 (AK,AR,CT,DE,KS,KY,MA,OH,OK) None were reported in SD, almost none in KY and VT; missing for many in AL, GA, KS, NJ, MD, MI, NE, NV, SC, and TN .
333: Received Workforce Information Services	Set to missing in AK, AR, GA, IA, IL, KY, LA, ME, ND, NH, NJ, NV, OK, UT, VA, VI, and VT.	This was a new reporting item in PY 2005. These states did not report any recipients of these services (LA, ND, OK, and VI 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 CT, MD, TN, and WV.	These states report only code '1's (yes) and missing; missing is an allowable code

Item	Action	Reason
	Set to missing for: registrations before 7/1/2005 in AL, exits before 10/1/2006 in IN exits before 4/1/2006 in SC exits before 7/1/2006 in HI	These states have relatively few 'yes's for earlier registrations.
	None	CA, ID, MD, MI, OR, and SD reported that all adults, dislocated workers and youth received workforce information services. NM reported that almost all received workforce information.
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. DE is missing the intensive date for 99% of trainees, GA for 38%, KY for 23%, NJ for 44%, VI for 100%, and VT for 93%. Other states are missing less than 20%.
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. MO 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.

Item	Action	Reason
	None.	DE reported no Pell Grant recipients; MO and UT reported almost none.
339: Received Prevocational Services	Set to Missing in AK, ME, WV, and WY	None reported in these states. This was a new item for PT 2005.
	Set to missing, AR, CT, GA, MS, KS, NH, and VA.	Very few (<1%) yes's reported in these states.
	Set to missing for registrations before 7/1/2007 in DC	Relatively few yes's (<1%) for these exiters.
	None.	All yes for adults and dislocated workers who received intensive services or training in OR, almost all yes in MI, 96% yes in PA.
340: Type of Training Service # 1 340: Type of Training Service # 1	None.	IL, MN, and OR 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.
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 show much less: CA (roughly 70%), CT (50%), PA, (75%), and PR (35%)

Item	Action	Reason
340-345: Youth Services	If all youth services are 'no' for an individual, set all youth services to missing	<p>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.</p> <p>Some states show fewer than 5% of youth without any youth activities. In these states, youth without activities may really have not received activities.</p> <p>Other states show more than 15% without activities—most likely a reporting problem. States with more than 15% without any activity include AL (>20%), GA, MD, ME (>30%), NJ (>40%), OR (>80%), and TN (>20%).</p>
346: Received 12 months of follow-up	Set to missing for exiters after 6/30/2007 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.	None reported in DC, DE, and VI. Almost none reported in MD, NC, and OH. 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 employment and wage outcomes for WV for exiters from 1/1/2006 to 3/31/2006 were pulled from the PY 2006 submission.	WV reported zero or abnormally low values for many outcomes for exiters from 1/1/2006 to 3/31/2006. 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, 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 who are not also adults or dislocated workers	These data are not required for younger youth.
602, 606, 608, 610: Type of Employment Match Quarters	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. .

Item	Action	Reason
1, 2, 3, and 4 after Exit	Change '3' to '1' if wages for quarter >0 in TN	95% of record with wages in TN have type of match = '3' (military) and no records have type of match=1 (wage records). This is not possible.
	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 and ME	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 who are not also adults or dislocated workers.	PR reported positive wages before participation only for older youth who were also adults or dislocated workers.
	Set to missing in: MA, MT, NE, and WV for exit dates on or after 10/1/2007 PA for exit dates on or after 4/1/2006 SD for all exiters	Fewer than normal positive wages for these exiters. .
	None	OH reports a large amount of missing data and MT some missing, but also have many zeros. The missing data may really mean zero. All missing for older youth who are not also adults or dislocated workers in PR.
614: Wages in the quarter before participation	Set to missing for older youth who are not also adults or dislocated workers	Not required for older youth
	Set to missing in PR	No positive wages in quarter before exit reported by PR. This item was new for PY 2005.
	Set to missing in NE for exiters before 4/1/2006	Abnormally low positive wages in quarter before participation for these exiters.

Item	Action	Reason
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. AK and CO show no zeros, many missing; NE shows few zeros, many missing. MO and RI show some missing
	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 (>75% of 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 10/1/2007	Too soon to report on submission date.
606, 616: Quarter Two wages and employment	Set to missing for exit dates on or after 7/1/2007	Too soon to report on submission date.
	Set to missing for younger youth who are not also adults or dislocated workers.	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, 2007	Too soon to report on submission date.
610, 618: Quarter Four wages and employment	Set to missing for exit dates on or after 1/1/2007	Too soon to report on submission date.
	Set to missing for younger youth who are not also adults or dislocated workers.	Quarter four data is not required for younger youth.
	Set to missing in NH for exiters before 4/1/2006.	No employment reported for these exiters in NH.
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 if not employed in the quarter after exit.	

Item	Action	Reason
	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 PA, and VI	All 'no' in these states.
	Set to missing AZ, DC, HI, LA, MO, ND, NV, NY, SC, TX, and VA.	Many WIBs in these states have abnormally low values (<10% yes) and there are few WIBs over 40% yes
	Set to missing in the following WIBs and statewide programs: 9903, 12195, 12900, 12903, 19901, 20901, 21005, 21045, 21050, 21055, 21065, 21902, 24040, 34025, 34030, 34035, 34050, 34080, 34090, 34105, 34115, 34902, 39085, 39165, 39220, 39255, 39901, 39902, 39903, 44005, 44901, 45901, 50901, 54015, 54901, 72005	These WIBs and statewide programs have abnormally low values (<5%)
	Set to missing in MD for exiters before 10/1/2006	Many WIBs have abnormally low yes's for these exiters in MD.
	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. Extreme care should be taken when using this data.
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, MO, ND, RI and VI.	None reported.
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 missing to 0 (no) if older youth or if an adult or dislocated worker who received training.	Assume blanks are no when required.
	None.	Data may be incomplete for exiters after 9/30/2007.

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 MT, PA, RI, and TX. These states 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 >0 and ne 98 and exit date less than a year after set date	Pending goals are allowed for exiters only if exit reason is recorded as >0 and ne 98.
	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 >0 and ne 98 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 >0 and ne 98 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 youth who have exited.	<p>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.</p> <p>There is a very large amount of missing data in MO, PA, and UT. However, these states do not report any 'no's. So it is reasonable to assume that the missing data means 'no'.</p> <p>There is a small amount of missing data for younger youth in, MS (<10%) and WV (15%).</p> <p>PR is 60% missing and only 5% no for younger youth and all missing for older youth.</p> <p>This field was new for older youth in PY 2005. Several states show significant missing data for older youth: (WV >25%, GA 5%, MS>5%, RI (24% for PY 07 exiters. These data have been set to 4 (no).</p>
	<p>For older youth, set missing to the appropriate value based on Item 619, Type of Recognized Credential.</p> <p>Set to 1 if Item 619 = 1</p> <p>Set to 3 if Item 619 is 2, 3, 4, or 5.</p> <p>Set to 4 otherwise</p>	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).
	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)
674: Diploma Date	Set to missing if diploma not = 1, 2, or 3.	Diploma date should be reported only for cases with diplomas

Item	Action	Reason
670: School Status at Exit	None.	There is a lot of missing data for many states. States with large amounts of missing data (>20% of youth) include AL (older youth), CO, CT, HI (PY 05), IA, IN, KS (PY 07), LA (PY 06 and 07 older youth), ME, MO, NC (PY 05), ND (PY 07), NV (PY 06 and 07), OK (PY 07), PA, UT, VA, VI, and WV (PY 06 and 07). Many other states have smaller amounts of missing data. Extreme care should be taken when using this data.
	None	All missing in TX.
	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.
675: Youth placement	Set to 0 if = not 0, 1-4	Invalid codes.
	Set to missing for exiters after 9/30/2007.	Too soon to report complete data on submission date.
	None.	Missing (no) for all older youth in NH.
676: Youth retention	Set to 0 if = not 0, 1-4	Invalid codes.
	Set to missing for exiters on or after 4/1/2007	Too soon to collect complete data
	None.	All missing in PA and TX.
	None.	All missing (no) for older youth in DC, ME (PY 05), OR, VI 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 for youth who began participation before 7/1/2006. NE did not report any literacy and numeracy data.
901: Age at registration	Set to missing if age < 13.	Only individuals age 14 or higher at registration eligible for WIA.