

Appendix B
Data Quality Revisions to WIASRD
 August 27, 2010

Item	Action	Reason
General Issues	Duplicate records have been combined into a single record.	<p>Duplicate records have been determined based on state, ID, participation date, and, exit date. Duplicate records include:</p> <ul style="list-style-type: none"> • Records with the same state, ID, and exit date. • Records with the same state and ID that have overlapping periods of participation (participation date to exit date). • Records with the same state and ID that have periods of participation that are separated by less than 90 days. <p>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 participation date is the earliest participation date found on any of the records. • The exit date is the latest exit date found on any of their records, treating missing exit dates as later than any other exit date. • 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 346 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.

Item	Action	Reason
	<p>Added exiters from some states' PY 2009Q3 submissions as follows:</p> <ul style="list-style-type: none"> • MT, and VT exiters from 1/1/2008 to 3/31/2008 • VI exiters from 1/1/2008 to 6/30/2008 <p>Added AL exiters from 1/1/2008 to 3/31/2008 from its PY2008 submission.</p>	<p>Some states did not include exiters from the indicated time periods in their PY 2009Q4 submission. These additions make the public use file a complete file of 1/1/2008 to 3/31/2010 exiters and continuing participants who began participation on or before 6/30/2010.</p> <p>AL did not include these exiters in either it's 2009Q3 or 2009Q4 submissions.</p>
	<p>Deleted records for self-service users in AZ, AK, AR, CO, CT, DE, DC, HI, IN, KS, KY, LA, MA, MD, MI, MS, MO, MT, NJ, ND, NV, NM, NY, OH, OK, OR, PA, RI, SC, TN, TX, VI, UT, VA, WA, WV, and WY</p>	<p>AZ, AK, AR, CO, CT, DE, DC, HI, IN, KS, KY, LA, MA, MD, MI, MS, MO, MT, NJ, ND, NV, NM, NY, OH, OK, OR, PA, RI, SC, TN, TX, VI, UT, VA, WA, WV, and WY 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.</p>
	<p>Various.</p>	<p>PA and TX submitted data in a different format than the other states. Both states submitted using the proposed WISPR WISRD format. To the extent possible, the fields in these formats were converted to the standard WIASRD format.</p> <p>In addition, both PA and TX had waivers that absolved them from submitting some data needed to calculate the standard WIA performance measures, but not needed for the common measures.</p>
<p>Confidentiality Issues</p>	<p>If a local area (WIB) had 50 or fewer exiters in a program year, those exiters where excluded from the file. This deletion, did not apply to statewide programs or NEG projects.</p> <p>The ID was changed using a one-to-one transformation.</p> <p>Date of birth was set to missing.</p> <p>NEG grant numbers were set to missing.</p>	<p>These changes were made to help assure individual confidentiality.</p>
<p>101 Individual Identifier</p>	<p>Created a unique ID for records in CT using the submitted ID and the birth date.</p>	<p>CT submitted many records with duplicate IDs that were not the same person (e.g., different gender and birth date). This created ID is unique for each person in CT. This ID cannot be used to match with the IDs used by CT in previous submissions.</p>
<p>102 Date of Birth</p>	<p>Set to missing (blank).</p>	<p>To help assure confidentiality. Use calculated Item 901, age at participation, instead.</p>

Item	Action	Reason
	Set to missing if the age on the participation 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 FL.	FL. shows only 1's (yes) and zero (missing). The zeros must mean 'no'.
	None.	CT, KY, NJ, NV, NY, TN, TX, VI, and WI 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.
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 at least 35% missing reasonably percentages of Hispanics among all records. It is likely that missing really means no
	Missing was changed to '2' (no) in VI	VI has more than 40% 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, NC, 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.
	Missing was changed to '2' (no) in MD for participation dates on or after 4/1/2004	No values of code '2' (no) reported for these participation dates, reasonable values of code '1' (yes)..
	None	DE has 22% missing data, KY has 59%, NM has 16%, KS, OK about 12%, and IN, WI, and UT about 10%.
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.
112: Campaign Veteran	Set to no if veteran = no or missing	Create consistency. Missing is not an allowed code.
	Set to missing for participation dates on or after 7/1/2008 in IN.	No campaign veterans reported among those with participation dates on or after 7/1/2008

Item	Action	Reason
	Set to missing in NC.	Campaign veteran is reported as yes for only 2% of veterans. This is not possible.
	Set to missing in VT for participation dates before 7/1/2007	VT reports no campaign veterans for these participation dates
	Set to missing in ME,	ME reports less than 3% of veterans as campaign veterans. This is not possible
113: Disabled Veteran	Set to no if veteran = no	Create consistency.
	Set to missing in NC for participation dates before 10/1/2006	NC reported almost no disabled veterans for participation dates before 10/1/2006, which is very unlikely to be true.
	In AL, Set code '2' (yes, special disabled) to '3' (no) for participation dates before 4/1/2007.	AL reported abnormally many special disabled veterans (code '2') for these participation dates. 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).
114: Recently Separated Veteran	Set to missing in MD.	MD reported no recently separated veterans.
	Set to missing in MA.	MA reported that all veterans were recently separated. This does not seem possible
	None	AL, CT, NH, and SD report that fewer than 3%of veterans were recently separated.
	Set to missing in OH for participation dates before 7/1/2007 and in VT for participation dates before 10/1/2007	OH reported almost no and VT reported no recently separated veterans for these participation dates
	Set to missing in DC for participation dates before 7/1/2007	DC reported no recently separated veterans reported among those with participation dates before 7/1/2007
	Set to missing in NC	NC reported no recently separated veterans for participation dates before 7/1/2006 and between 7/1/2007 and 7/1/2008 and few for other participation dates.
	Set to missing in VA for participation dates before 10/1/2007	VA reports no recently separated veterans for these participation dates
	Set to missing for participation dates 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.

Item	Action	Reason
115: Employment Status at Participation	None.	VT did not report any code '2's (received notice of layoff). AR, MO, NM, and WY report almost none. Some other states reported very few code '2's.
	Change 2 (Notice of Layoff) to 3 (no) in PA for participation dates before 7/1/2005.	PA reported almost no code '3's (no) and many code '2's (notice of layoff) for these participation dates.
116: Limited English-language Proficiency	None.	None reported in WV. Almost none reported in MO, OK, LA. None reported for youth in CT and DC.. About 58% yes in PR.
117: Single Parent	Set to missing for adults and dislocated workers in WV.	WV reported almost no single parents among adults and dislocated workers.
	None.	CT reported less than 1% single parents for youth.
	None.	NY reported very few (<0.2%) single parents among adults and dislocated workers.
118: Unemployment Compensation Programs	Set to missing in MS for participation dates before 4/1/2004	MS has too many code '3's (exhaustee) and almost no code '4's (no) for participation dates before 4/1/2004. In the JTPA SPIR, code 3 meant 'no'. MS may have continued using the old codes.
	None.	GA shows large percentages (about 17% for adults and dislocated workers) with code '3' (exhaustee). AL is especially high for participation dates between 7/1/2005 and 12/31/2006. .
	Set to missing in WIBs 41015 and 41075 in OR for participation dates before 10/1/2005.	WIBs 41015and 41075 show t no '4's (no) for adults, dislocated workers and youth who registered before 10/1/2005 .
119: Low Income	Set to yes if TANF = yes or Other Public Assistance = yes (done after TANF and Other Public Assistance corrections below)	Creates consistency between TANF, Other Public Assistance and low income per law
	Set to missing for youth in HI for participation dates before 1/1/2006 except in WB 15010.	The percent of youth who are low income is less than 50% yes for participation dates before 1/1/2006 in WIBs other than 15010.
	None.	Some states report less than 90% low income for youth even though 90% is required. NV and NY are below 70%; TN and VI are about 80% yes.
	Set to missing in MD	MD reports only 4% low income adults and 9% low income youth.
120: TANF	Set to missing for in PR.	PR reported only code '1's (yes) for adults and youth.

Item	Action	Reason
	None.	MA reports that 31% of adults received TANF. This is high compared to other states..
121: Other Public Assistance (General Assistance (GA), Refugee Cash Assistance (RCA), Supplemental Security Income (SSI), Food Stamps)	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>WV reported none,</p> <p>MD, PR, TN, WI, reported less than 5% for adults. CT, IA, and NC, NJ, NV, NY, UT, and VT reported less than 10% for adults.</p>
122: 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
	Changed 'code 12' to code '87' for adults and dislocated workers with participation dates before the dates in parentheses in the following WIBs :19080 (4/1/2010) 19095 (1/1/10), 19120(10/1/2009), 19130 (1/1/2009), 19135 (7/1/2009), 19150 (7/1/2009), 19901 (10/1/2009), 28901 (4/1/2009) and 44901 (7,1,2008).	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. These WIBs seem to have fixed the problem after the noted participation dates. The youth data for these WIBs look reasonable.
	Changed zero to missing for adults and dislocated workers with participation dates before 10/1/2007 in WIB 36015 in NY (NYC)	

Item	Action	Reason
	<p>Changed zero to missing for the following WIBs for adults and dislocated workers:</p> <p>19080, 19090, 19095, 19120, 19130, 19150, 19901, 24025, 29005, 29010, 29015, 29025, 29030, 29035, 29045, 29050, 29055, 29060, 29065, 29070, 29075, 29080, 41015, 41060, 41075, 41901, 49050</p> <p>24060 for participation dates before 4/1/2008</p> <p>19135 for participation dates before 7/1/2009</p>	<p>These WIBs have more than 3% zero.</p>
	<p>Changed zero to missing for youth in: DE WIBs 02005 in AK, 34020, 34035 in NJ, and 72903 (statewide programs) in PR.</p> <p>WIB 34025 for participation dates before 1/1/2008</p>	<p>DE and these WIBs have more than 3% zero for youth.</p>
	<p>None.</p>	<p>MS reports high values of code '12' (completed the 12th 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, participation date or WIB pattern.</p>
<p>123: Displaced Homemaker</p>	<p>Changed missing (blank or zero) to code '2' (no).</p>	<p>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.</p>
	<p>None</p>	<p>Almost no displaced homemakers reported in GA, MA, NH, and NJ, Displaced homemakers are about 16% of dislocated workers in AK, 21% in OR, and 13% in WY. . Other states are below 10%. In NM 38% of dislocated workers are male; in OR 49% are male</p>
<p>124: Date of Actual Qualifying Dislocation</p>	<p>None</p>	<p>This field is missing for many dislocated workers (about 36%).</p>
	<p>Dislocation dates before January 1, 1960 or after 10/15/2010 were set to missing.</p>	<p>There are some extreme dates of dislocation: some years ago, others after the exit date.</p>
<p>125: Homeless Individual or Runaway Youth</p>	<p>Set to missing for adults who were not also youth in PR, and WV</p>	<p>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).</p>
	<p>Set to missing for adults who were not also youth and with participation dates before 7/1/2005 in ND and before 4/1/2010 in MD.</p>	<p>ND did not report any homeless adults who registered before 7/1/2005, when this reporting requirement became effective. MD did not report any homeless adults with participation dates before 4/1/2010.</p>

Item	Action	Reason
	None.	AL, AR, IL, KY, LA, MO, MN, MS, NY, PR, and TN, reported almost no homeless adults except possibly for a few who are also youth.
	None	MO, MS and TN reported almost no homeless youth
126: 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 WV	Offender was a new data item for adults beginning with PY 2005, although it was collected before PY 2000. WV 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: AK for adults who registered before 7/1/2005 MD for adults who registered before 1/1/2007	AK 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 offenders for adults who were not also youth and registered before 7/1/2005, when this reporting requirement became effective.
	Set to missing for adults who were not also youth in TN	Offender was missing (blank or zero) for almost all adults and code '1' (yes) for no adults. All data was set to missing for adults who were not also youth.
127: Pregnant or Parenting Youth	None.	CT and DC reported almost no pregnant or parenting youth.
129: School Status at Participation	Make consistent with highest grade completed: If highest grade > 12 and not 89 change from attending high school to attending post high school or from dropout to high school graduate. If highest grade completed < 12 (but not missing) 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 PA (2%) and TX (3%) than in other states.
130: Basic Literacy Skills Deficiency	In NY, set to the value in the PY06 submission if the date of first youth service is before 7/1/2006 and there are no pretests reported.	NY reported almost no basic skills deficient for youth who began youth services before 7/1/2006. These data also do not conform with data for the same youth reported in PY 06 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.

Item	Action	Reason
	Calculate based on literacy pretest data for participation dates after 4/1/2009 for youth in MT: Basic literacy skill deficiency = 1 if any of the 3 pretests is >=1 and <=6; =2 otherwise.	No basic skills deficient youth reported for participation dates after 7/1/2009 and few in the previous quarter. These youth are not yet included in the literacy measures which include this field, but should pretest data.
	Set to missing in TX for youth who began youth services before 7/1/2005. Set to missing in MO and WV for youth who began youth services before 7/1/2006.	These states report almost no basic skills deficient youth who started youth services before the dates the literacy numeracy measure became effective (7/1/2005 in TX and 7/1/2006 in MO and WV and much higher values after these dates.
131: Foster Care Youth	Set missing (blank and zero) to 'no' for participation dates on or after 7/1/2005.	Blank and zero are not valid values after this item became required on 7/1/2005.
	Set to missing for participation dates before 7/1/2005 in AL, DC, LA, MS, NJ, PR, TN, and VI.	These states reported no or very few foster care youth for participation dates before 7/1/2005, when reporting this field became effective.
	Set to missing for participation dates before 7/1/2004 in AR.	AR reported very few foster care youth for participation dates before 7/1/2004 both this year and previous years.
302: Date of Participation	Participation dates before January 1, 1990 or after the exit date were set to missing.	There are some extreme dates of participation: some years ago, others after the exit date.
303: Exit Date	. Records with exit dates after 10/15/2010 have been deleted.	. Data were submitted by states before 10/15/2010, so later exit dates are erroneous..
304-313: WIA Programs	Missing data set to 'no'.	If a yes does not appear for a WIA program, we assume the individual did not 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% Activities)	Set to missing for individuals who were not youth.	
	None.	ID reports all youth as being in both local and statewide programs.
A310 Adult (Statewide 15% Activities)	Set to 2 (no) in TN if item 309 Incumbent Worker = 1 Mary: We need to calculate adult after this change and also need to delete records in incumbent is the only program after this change.	TN erroneously coded Adult Statewide Programs as yes when incumbent worker statewide programs was yes. With this change the TN data closely match the data submitted by TN in the Annual Report

Item	Action	Reason
311: Rapid Response	None.	GA, IA, KY, NC, NV, NY, PR, VI, VT, and WA did not report any Rapid Response. AL, AK, KS, MO, NJ, and OK reported very few Rapid Response recipients. 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 AZ, AL, CO, ND, NE, NM, NV, PR, VI, VT, and WY. Some of these states may not have any NEG projects. Only a few NEG's were reported in MD (5), , OK (20), and SC (9), and TN (21)
	None.	In AK, MD, MN, OK, and SC, all reported NEG participants are co-enrolled in local or statewide dislocated worker programs. In WI almost all reported NEG participants are co-enrolled in local programs. These states may not be including NEG participants who are not co-enrolled in its WIASRD submission, as required.
	None.	In NH, no NEG participants are co-enrolled in local or statewide dislocated worker programs.
	None.	Invalid NEG codes were reported in FL, LA, KY, MN, and VA.
	Moved codes beginning with 'WR' or 'CAA' from 313a or 313b to 313c. Also moved code 'WIRD' in PA even though it is not a valid WIRED code	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
None.		Some states reported that 100% participated in at least one partner program, including AZ, CA, , PR, and. NH states reported no participation in partner programs,.
318: Veterans programs	'2's changed to blank (no) in PR.	PR reported almost only '2's (yes, VWIP). This is not possible
	None.	DC, NM, HI, KY, and VI reported that many (>3%) nonveterans participated in veterans programs.
	Code '3' changed to blank (no).	Some states used code '3' to denote 'no' in previous submissions.

Item	Action	Reason
319: Trade Adjustment Assistance (TAA)	None.	None reported in DC, NH, , and VI. This is possible if few in the state are served by TAA or if there is no coenrollment between WIA and TAA.
322: Wagner-Peyser	None.	None reported in NH and only a few in PR (7).. Only a few (<5%) reported in MI, MN, and TN. Fewer than 10% reported in DE.
	None.	All adults, dislocated workers and youth are coenrolled in Wagner-Peyser in AZ, CA, and SD. More than 95% are coenrolled in LA, MA, MD, MT, UT, and WY.
325: Employment and Training Programs Related to Food Stamps	Set to missing in: CT WIBs 2903 in AK, 26020, 26060, 26090, 26095, 26100, 26130, 26145, 26150, and 26165 in MI. WIBs 47005, 47075, 47085, and 47115, in TN. WIBs 04020 in AZ, 06070, 06115 and 06280 in CA, 48140 in TX, and 78005 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 or >5% this year and >7.5% in a previous year). 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 participation dates or the participation dates indicated.
326: Other WIA or Non-WIA Programs	None.	Several states reported relatively high values of coenrollment in Other WIA or Non-WIA programs, including AL (81%) and NE (27). This is unusual, but possible. Most other states are less than 5%.
	None	Some states report low levels of ARRA funding for participants after 2/17/2009, when ARRA became effective. IN, MS, OR, UT, and WV report less than 5%. CT, LA PA, and VT report less than 10%.
	Change '2' (ARRA only) to missing for exit dates before 2/17/2009. Change '3' (ARRA and other WIA or nonWIA) to '1' (other WIA or nonWIA) for exit dates before 2/17/2009.	Codes '2' (ARRA only) and '3' (ARRA and other WIA or nonWIA program) are intended to identify individuals whose services were funded by the American Recovery and Investment Act (ARRA), which was effective February 17, 2009. Individuals who exited earlier cannot have received services funded by ARRA. CA reported many ARRA participants with exit dates before 2/17/2009, and NY reported that all exiters before (and after) 2/17/2009 were ARRA funded..
328: Supportive Services	None.	Almost no in VI.
	Missing or invalid codes changed to 'no'	Assume that missing means 'no' because this is a type of service.
329: Needs-based payments	None.	All no in DE, HI, KY, NH, SD, VI, and VT. Almost all no in several other states.
	Change missing or invalid codes to 'no'.	Assume that missing means 'no' no' because this is a type of service.

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, MN, MT, NH, SD, and VT.	This was a new reporting item in PY 2005. These states reported no 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 4/1/2008 in NJ.	NJ reported almost no recipients of these services for these exits.
332: Date of First Staff Assisted Core Service.	Change missing to the participation date.	This is a new reporting item for PY 2005. All adults and dislocated workers reported on the WIASRD should receive a staff-assisted core service, unless they received only self- and informational-services. When this date is missing, we set it to equal the participation date, except in states that submitted records for self-service only participants (AZ, AK, AR, CO, CT, DE, DC, HI, IN, KS, KY, LA, MA, MD, MI, MS, MO, MT, NJ, ND, NV, NM, NY, OH, OK, OR, PA, RI, SC, TN, TX, VI, UT, VA, WA, WV, and WY). Almost none were reported in VT; missing for many in AL, CA, DE, FL, GA, IA, , NE, and WI.
333: Received Workforce Information Services	Set to missing in, GA, IA, KY, NH, NJ, NM, NV, VA, VI, and VT.	This was a new reporting item in PY 2005. These states did not report any recipients of these services (NM 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 for exit dates before 7/1/2009 in DE	DE did not report any workforce information services for exiters before 7/1/2009.
	Set missing to '2' (no) in IL, MD, MT, OK, TN, and WV.	These states report only code '1's (yes) and missing (MD and OK reported just a few '2's (no)); missing is an allowable code, but probably means 'no' in these states.
	Set to missing for youth who are not adults or dislocated workers in DE, FL, HI, LA, RI, and SC.	These states did not report any recipients of workforce information services for youth who were not also adults or dislocated workers (FL reported almost none).

Item	Action	Reason
	None	CA, ID, MI, OR, and SD reported that all adults, dislocated workers and youth received workforce information services; OK reported that almost all adults and dislocated workers received workforce information, while ND reported that almost all youth received these services.
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 participation 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 41% of trainees, GA for 32%, KS for 28%, ME for 30%, NJ for 31%, NY for 25%, SD for 46%, TN for 53%, TX for 24%, VI for 30%, and VT for 90%. Other states are missing less than 20%.
	Changed missing to the participation date for adults and dislocated workers when prevocational services was reported as 'yes'.	Some states did not always report a date of first intensive service for adults and dislocated workers who received prevocational services, which is an intensive service.
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 participation dates are possible if the training service was provided by a partner program.
	Training date was set to missing if the type of training #1 was not reported.	
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 in IN (10%) and MN (6%). This was a new item for PY 2005.
337: ITA	Set to 2 if missing or invalid	Assume that individuals not reported as having an ITA did not have one.
	None.	ITAs were established for all adult and dislocated worker training recipients in DE and NC.
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

Item	Action	Reason
		missing data.
	None.	Less than 1% of adults, dislocated workers, and youth were reported as receiving Pell grants in DC, DE, HI, IN, KS, LA, MA, MD, MO, NJ, NV, NY, OK, OR, RI, UT, VI, and WV.
339: Received Prevocational Services	Set to missing in NH, and WV	None reported in these states. This was a new item for PY 2005.
	Set to missing for youth who are not also adults or dislocated workers.	Not to be reported for youth.
	Set to missing in AR, CA, CT, DC, GA, MS, RI, and TN.	Very few (<1%) yes's reported in these states.
	Set to missing for exit dates before 7/1/2008 in VA and before 7/1/2009 in WY.	VA and WY: did not report any prevocational services for individuals who exited before 7/1/2008 in VA and 7/1/2009 n WY.
	None.	Almost all yes for adults and dislocated workers who received intensive services or training in SD. All yes for youth in ME.
340: Type of Training Service # 1 341: Type of Training Service # 2	None.	DE, HI, IL, MN, OR, and WY 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.
	None.	FL did not report the type of training for 31% of older youth who had a training date. These older youth are treated as not entering training.
	Set to missing if the date entered training is not reported.	
	Type of Training #2 set to missing if Type of Training #1 is not reported.	
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, some states use other coding systems (e.g., DOT, CIP, OES, O*Net 98, etc.), as was allowed before PY 2005. 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

Item	Action	Reason
	None.	Occupation codes for the training program is frequently not reported. None were reported in NC and NY. Occupation was reported for less than 50% of training programs in AL, CA, CT, IA, IL, IN, MD, MN, NJ, NV, SD, TN, VT, WV,
343: Enrolled in Education	None.	While most states show near 100% enrolled in education for those attending school at either participation or exit, AL shows much less: 64%).
	None.	DE and NH report that all youth were enrolled in education.
344-0-348: 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 (25%), FL (19%), GA (16%), MD (17%), NJ (49%), PR (17%), TN (32%), TX (19%), VA (19%), and VI (23%).</p>
349: Received 12 months of follow-up	Set to missing for exiters after 6/30/2009 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, FL, LA, MT, NC, NM, RI, VI, and WY. Almost none reported in MD and OH. Some other states have very few reported even though providing 12 months of follow-up is required.
601 - 618: Wage and employment outcomes	Set to missing if not adult, dislocated worker, or older youth (except for quarter 1 and quarter 3 employment and wage outcomes).	These data are not to be reported for younger youth.
	Pulled in employment and wage outcomes in the 1 st and 2 nd quarters after exit for OH exiters from 1/1/2008 to 6/30/2008 from OH's PY 2008 submission.	OH reported abnormally low values for employment and wages in the 1 st and 2 nd quarters after exit for those who exited between 1/1/2008 and 6/30/2008. Much higher values for the same time period were reported last year
601, 606, 608, 610: 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'.

Item	Action	Reason
	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, 607, 609, 611: 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	Blank values were set to zero.	99999.99 is to be used for missing data. We assume that blank means zero.
	Values of 99999 or 99999.99 were set to missing (blank)	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.
	Set to missing for those who have not exited and those with exit dates on or after 4/1/2010	States may not be collecting data for those who have not exited and for those with exit dates after 4/1/2010 (complete exit data are not available for after 4/1/2010 with this submission and many states show no such exiters). Many states show low percentages with positive earnings for these exiters.
	Missing and 999999.99 were set to zero in AK , AL	AK and AL 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 abnormally low positive wages before participation for older youth who were not also adults or dislocated workers.
	Set to missing in SD for all exiters.	SD reported relatively few exiters with earnings in the 1st, 2nd and 3rd quarters before participation--less than 5% in the 2nd and 3rd quarters before participation and less 20% in the quarter before participation. Most other states are above 60%. This is possible but seems unlikely.
	Set to missing in: IN, MA OH, PR, and WV for exit dates on or after 10/1/2009.	Many fewer positive wages for these exiters than for earlier exiters. Most of these states show no or few values of 999999.99 (too soon to collect data) and high zeros. ; OH shows some 999999.99, similar to previous quarters (but fewer positives and more zeros).

Item	Action	Reason
	None	OH and PR report a large amount of missing data, but also have many zeros. The missing data may really mean zero.
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 for exiters on or after 10/1/2009 in NE	NE reports low positives, high zeros, and only some 999999.99 (too soon to collect) for these exiters.
	Set to missing for exiters on or after 1/1/2010 in IA.	IA reports 999999.99 (too soon to collect) for 2/3 of these exiters.
	Set to missing in PR	No positive wages in quarter before exit reported by PR for adults and dislocated workers. 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. AK and AL show no zeros, many missing; PR shows few zeros, many missing, for younger youth (1 st and 3 rd quarters).
	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 10/1/2009.	Too soon to report on submission date.
606, 616: Quarter Two wages and employment	Set to missing for exit dates on or after 7/1/2009.	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 on or after 4/1/2009.	Too soon to report on submission date.
610, 618: Quarter Four wages	Set to missing for exit dates on or after 1/1/2009.	Too soon to report on submission date.

Item	Action	Reason
and employment	Set to missing for younger youth who are not also adults or dislocated workers.	Quarter four data is not required for younger youth.
603: Occupational Code (if available)	None.	<p>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.</p> <p>This field is frequently missing because occupation is not included in the wage records that are used to collect employment outcome data.</p>
	Set to missing if not employed in the quarter after exit.	
	Set to missing if all '9's or '0's.	Invalid codes
604: Training-related employment	Set to missing if employed Q1 not = 1	Required item only for those 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 FL, LA, OH, and RI	These states report only blank or zero and code '1' (yes). There are over 95% blank or zero, so we cannot reasonably treat these values as meaning 'no'.
	Set to missing in the following WIBs and statewide programs: 4020, 4070, 5901, 8901, 12010, 12015, 12075, 12140, 12155, 12160, 12165, 12175, 12180, 12195, 12200, 12205, 12210, 12215, 12225, 12902, 12903, 15015, 17903, 20903, 21005, 21050, 21055, 21065, 21090, 21901, 21902, 22005, 22010, 22015, 22020, 22025, 22035, 22045, 22060, 22065, 22070, 22085, 22090, 22095, 22100, 22901, 22903, 24040, 30005, 30901, 32005, 34030, 34050, 34080, 35025, 35030, 35035, 35040, 36005, 36030, 36060, 36075, 36080, 36095, 36110, 36115, 36140, 36210, 36215, 36220, 36225, 36900, 36901, 36903, 39165, 39255, 41015, 41020, 41045, 41060, 41075, 42095, 44901, 46901, 48135, 50005, 54015, 54901, 56005, and 78903	All 'no' in these states, WIBs, and statewide programs. .
	Set to missing AZ, MT, NV, NY, OR, and VI.	These states have abnormally low values (<15% yes) and there are few WIBs over 40% yes

Item	Action	Reason
	Set to missing in the following WIBs and statewide programs: 04005, 04010, 04015, 04045, 04090, 06145, 11005, 12050, 12055, 12085, 12135, 12145, 12150, 12170, 12185, 12190, 12901, 15020, 20901, 22030, 22040, 22050, 22075, 24025, 27903, 30010, 34010, 34025, 34090, 34115, 36015, 36045, 36090, 36105, 36125, 36135, 36145, 36150, 36155, 36175, 36185, 36195, 36230, 36235, 36240, 39010, 39085, 39200, 44005, 44020, 45010, 45060, 45105, 47105, 48005, 48010, 48025, 48050, 48080, 48095, 48100, 48105, 48125, 48150, 48155, 48170, 48200, 48235, 48255, 48260, 48265, 48270, 54025, 54030, 72005, 72110, 72115	These WIBs and statewide programs have abnormally low values (<5% or were <5% last year and <10% this year)
	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.
	None.	All missing (not reported) in , NM, VT and WY Many missing (>85%) in FL, LA, RI, and TX,
605: 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 VI.	None reported.
	None.	Almost no (<0.2%) yes's were reported in IN, NV, NY, OH, OR, and SD. Many other states report very low values.
619: Type of Recognized Credential	Set to missing for exiters on or after 10/1/2009.	Data not yet complete.
	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.

Item	Action	Reason
	If credential is missing or zero (no) for older youth and date attained degree or certificate on or before the end of the 3 rd quarter after the exit date then: Set credential = 1 if attained degree or certificate is 1 or 2 Set credential = 5 if attained degree or certificate = 3.	Many states have abnormally low values of credential for older youth but have similar data in attained degree or certificate. Those with high school diplomas or GED (codes '1' and '2') in attained degree or certificate are set to high school diploma/GED (code '1') in credential. Those with certificated or other postsecondary degree/diploma are set to occupational skills certificate/credential in credential because the later is the most common postsecondary outcome for older youth in states with complete credential data.
	Set to missing for adults and dislocated workers who are not youth in KS.	KS did not report any credential data for adults and dislocated workers. KS has a waiver from using the employment and credential performance measure for adults and dislocated workers.
	None.	Several states report abnormally low values of credential attainment for adults and dislocated workers, including CO, MO, MT, ND, OR, UT, and VI. These states have waivers from using the employment and credential performance measure for adults and dislocated workers.
621-667: All Goal information	Set to missing if not younger youth	Relevant only for younger youth.
	None.	No goal data reported in MO and UT. Goal data reported for less than half of youth in CO, MD, MS, ND, PA, PR, OK, SC, TX, and WV. These states may have waivers from collecting younger youth goal information.
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'.

Item	Action	Reason
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.
668: Attained Degree or Certificate	Set missing to '4' (no) for youth who have exited.	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 large amount of missing data for both younger and older youth in several states. AL (35%), ME (41%), TX (18%), and WV (38%). Other states have a large amount of missing data for older youth: IN (57%), GA (23%), MO (78%), PR (99). This field was new for older youth in PY 2005. . All missing data have been set to 4 (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. Set to 4 otherwise	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)
	None.	Some states show inconsistencies between this field and attainment of credential (Item 619). States with discrepancies include CA, GA, IA, ID, MI, MN, MO, NC, and OH.
669: Date Attained Degree or Certificate	Set to missing if diploma not = 1, 2, or 3.	Date Attained Degree or Certificate should be reported only for cases with diplomas
670: School Status at Exit	None.	There is a lot of missing data for many states Extreme care should be taken when using this data.
	None	All missing in TX.

Item	Action	Reason
	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.
671: Youth placement	Set to 0 if = not 0, 1-4	Invalid codes.
	Set to missing for exiters on or after 10/1/2009 ..	Too soon to report complete data on submission date.
	None.	All missing (blank or zero) for older youth in HI
672: Youth retention	Set to 0 if = not 0, 1-4	Invalid codes.
	Set to missing for exiters on or after 4/1/2009 .	Too soon to collect complete data
	None.	All missing in DC, MO, TX, UT, and VT.
	None.	All missing (no) for older youth in CO, DE, HI, OH, and VI
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.
	The calculated literacy/numeracy outcomes (Items 967 to 970 and 975 to 979) have been set to missing in PR and VT.	PR and VT did not report any literacy and numeracy data.
901: Age at participation	Set to missing if age < 13.	Only individuals age 14 or higher at participation eligible for WIA.