

Frequently Asked Questions: Reporting TAA Case Management in PIRL

Q1: *What are TAA Employment and Case Management Services (CM)?*

ANSWER: Section 235 of Trade Act, as amended, (Trade Act) provides a detailed list of Employment and Case Management Services (CM), which includes assessments, the creation of an individual employment plan (IEP), information on training, career counseling, and other services. Details about the provision of these services can be found in [20 CFR § 618, Subpart C](#).

Q2: *Are States required to provide CM?*

ANSWER: Yes, this is required by the Trade Act, as explained in [20 CFR 618, Subpart C](#), Section G. See also, Annual Funding Allocation TEGs. A Cooperating State Agency (CSA) must offer workers each of the services set forth in Subpart C. It must demonstrate that it has provided or offered these services either in a paper-based case file or in an electronic case management system, which must be available for review. The purpose of these employment and case management services is to provide workers the necessary information and support for them to achieve sustainable reemployment. Therefore, these services must be made available to workers over the course of their participation in the TAA Program, in an integrated manner that suits their individual needs at a particular time.

Q3: *How is CM reported in the PIRL?*

ANSWER: The TAA PIRL uses two CM reporting elements. Date of First Case Management and Employment Service (PIRL 902) documents the first time a participant receives these services. Date of Most Recent Case Management and Reemployment Service (PIRL 1322) documents the most recent time a participant received those services.

Q4: *Can Date of First Case Management and Employment Service (PIRL 902) be the SAME as the Date of First TAA Benefit or Service (PIRL 925)?*

ANSWER: Yes. Date of First Case Management and Employment Service (PIRL 902) and Date of First TAA Benefit or Service (PIRL 925) can be the same date, especially at the very beginning of an individual's participation in the TAA Program. A TAA Program participant receiving TAA-funded CM would trigger Date of First TAA Benefit or Service (PIRL 925) to be populated. Likewise, CM is likely to be the first TAA benefit or service because CM is often a first step to receiving other benefits and services.

Q5: *Does a Rapid Response orientation count as CM?*

ANSWER: Unlikely. Rapid Response orientation is generally provided as soon as, or shortly after, a petition is filed. At that point an individual who receives a Rapid Response orientation has not yet been determined individually eligible to participate in the TAA Program and CM can only be provided to individuals who have already been determined individually eligible to participate in the TAA Program. Therefore, it is unlikely that a Rapid Response orientation would include CM. However, if an individual was determined to be individually eligible for the TAA Program and then received a Rapid Response orientation that included CM, then the State would be required to fill in a date in the Date of First Case Management and Employment Service (PIRL 902). (See PIRL element definition of Date of First Case Management and Employment Service: "...following a determination of eligibility to participate in the program"). In addition, in order for a Rapid

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Response orientation to count as CM, it needs to provide the specific individualized CM services described above.

Q6: *Does the establishment of an individual employment plan (IEP) count as CM?*

ANSWER: Yes, if provided during Trade participation. Section 235(2) of the Trade Act specifically lists an IEP as CM service. For TAA participants who receive an IEP, Date of First Case Management and Employment Service (PIRL 902) would always be the same or earlier than Date Individual Employment Plan Created (PIRL 1202). However, Date Individual Employment Plan Created (PIRL 1202) may come before Date of First Case Management and Employment Service (PIRL 902) if the individual is reported as co-enrolled and received the IEP under another program prior to being determined eligible for TAA.

Q7: *An individual received only CM services and did not go on to receive other benefits and services such as training. Are they reported as a TAA participant in PIRL?*

ANSWER: Yes. TAA eligible participants who receive CM under Section 235 of the Trade Act must be reported in the PIRL as a TAA participant. In this case, Date of First TAA Benefit or Service (PIRL 925) would be equal to Date of First Case Management and Employment Service (PIRL 902).

Q8: *How often is Date of Most Recent Case Management and Reemployment Service (PIRL 1322) updated?*

ANSWER: Date of Most Recent Case Management and Reemployment Service (PIRL 1322) is populated as soon as the first CM event occurs and subsequently updated whenever a CM event takes place.

Q9: *What constraints apply to Date of Most Recent Case Management and Reemployment Service (PIRL 1322)?*

ANSWER: By definition, Date of Most Recent Case Management and Reemployment Service (PIRL 1322) will always be the same date as or later than the Date of First Case Management and Employment Service (PIRL 902) because both will be entered when the first CM event occurs with only the Date of Most Recent Case Management and Reemployment Service (PIRL 1322) element being updated for each subsequent CM event.

Q10: *Should Date of Most Recent Case Management and Reemployment Service (PIRL 1322) be the same as Date of First Case Management and Employment Service (PIRL 902)?*

ANSWER: Unless participation has just started, no. Because "...these services must be made available to workers over the course of their participation in the TAA Program..." (TEGL 5-15, Attachment A, Section G), the Date of Most Recent Case Management and Reemployment Service (PIRL 1322) will usually be a later date than the Date of First Case Management and Employment Service (PIRL 902).

Q11: *How often is CM required to be provided for participants who ARE NOT enrolled in training?*

ANSWER: For all participants, CM must be made available to workers over the course of their participation in the TAA Program, as provided in [20 CFR § 618, Subpart C](#).

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Q12: *How often is CM required to be provided for participants who ARE enrolled in training?*

ANSWER: Except for when participants are in short-term training plans, States are required to evaluate benchmarks, a kind of CM, at least once every 60 days to preserve eligibility for Completion TRA – [20 CFR § 618.660](#). As such, for those in training, the most recent CM should be no more than 60 days before the end of the report quarter.

Q13: *What kinds of CM are provided to participants after they start training?*

ANSWER: Any CM service listed in Section 235 of Trade Act may be provided at any time during participation. Many CM services are traditionally conducted before being placed in training such as the establishment of an IEP (Section 235(2)) and providing information on how to apply for training (Section 235(3)). However, certain CM services are likely to be conducted during training such as individual career counseling to ensure that training is meeting career goals (Section 235(6)) and providing information relating to the availability of supportive services necessary to participate in and complete training (Section 235(8)). Regularly meeting with participants allows potential training completion issues to be identified early so that appropriate resources and services can be provided.

Q14: *Are CM expenditures reported in PIRL?*

ANSWER: No. Because CM expenditures are difficult to track at the individual level, CM expenditures are reported in the ETA-9130(M), but not in the PIRL.