

## WorkFirst Training Options

The matrix below describes current WorkFirst policy. (Last updated ~~May 24, 2016~~ ~~November 2017~~ February 2018)

	ESL/ GED/HIGH SCHOOL COMPLETION	SKILLS ENHANCEMENT (Job Skills)	VOCATIONAL EDUCATION (+2-24 month life-time)	HIGHER EDUCATION	CUSTOMIZED JOB SKILLS TRAINING (was pre-employment training)	HIGH WAGE/ HIGH DEMAND	SOFT/LIFE SKILLS (12 weeks limit)
eJAS codes	ES, GE, HS	JT	VE	VU	PE	HW, DC	LS
Training Options can include	<ul style="list-style-type: none"> <li>GED preparation,</li> <li>High school completion and</li> <li>ESL (Levels 1 &amp; 2) or ESL Level 3+ not stacked with Core activities</li> </ul>	<ul style="list-style-type: none"> <li>ESL (stacked with core activity)</li> <li>Basic Education</li> <li>WorkFirst Family Literacy (aka Families That Work) or Pregnancy to Employment educational programs</li> <li>Pre-requisites</li> <li>Developmental/remedial education</li> <li>Part-time vocational education or customized employer training</li> <li>General Training</li> </ul>	Certificate/degree for a specific occupation from a <ul style="list-style-type: none"> <li>Public/private technical college or school</li> <li>Community college</li> <li>Tribal college</li> </ul> This includes I-BEST.	Degree in an area of study or occupation (up to 4 yrs)	FT individualized or group training for a specific job with a higher than average starting wage than the average for all regional WF job entries. May include integrated basic skills. (Typically up to 22 weeks of Training)	FT training options (up to <del>42-24</del> calendar months) that will lead to a certificate or degree that will lead to employment in a high-wage, high-demand field	<ul style="list-style-type: none"> <li>Self-awareness</li> <li>Attitude</li> <li>Balancing work and personal life</li> <li>Money management</li> <li>Stress and anger management</li> <li>Time management</li> <li>Interpersonal communication skills</li> <li>Appropriate standards for dress and participation</li> </ul>
Example	High school/ GED , ESL- Levels 1& 2 and ESL – Level 3+ not stacked with a Core Activity	Microsoft Excel Workplace Communications (memos, business letters, presentations)	Certified medical records technician	Licensed practical nurse	Certified medical records technician	Computer Technology/Health Care	Dependable Strength Interpersonal Communication
Add to IRP when:	CE approval and: <ul style="list-style-type: none"> <li>GE /HS combined w/20 hours/wk Core Activity;</li> <li>ESL- Levels 1&amp; 2, or ESL Level 3+ not stacked with Core activities, or</li> <li>19 years old or younger</li> </ul>	Is combined with 20 hours or more of Core Activities	CE approval and: Approved for full-time training	Do not approve, but <del>parents</del> <u>participants</u> can pursue on their own (w/o supports)  If combined with 20 hrs/wk employment or 16-19 hrs/wk work study, it meets Washington state, not federal, WF participation requirements	CE approval and : Approved for full-time training	When approved by Community/Technical College (use HW)  Degree completion requires exception to policy approval by State Board for Community and Technical Colleges. (use DC)	Whenever determined appropriate to <del>be</del> <u>engage</u> in activities that helps and prepares the <del>participant</del> <u>participant</u> to make good choices about participating and keeping a job.
Child Care	Child care for employment, work activity and class time with no time limit	Child care for employment, work activity and class time with no time limit	Child care for employment, work activity and class time  <u>4-2</u> year time limit for child care for class time.	Child care for employment with no time limit.  No child care for class time	Child care for up to 30 days before CJST starts.  Child care for up to 22 weeks of CJST.	Child care until start of next quarter.  Child care for up to <del>42-24</del> months of high-wage/high-demand training (HW and DC.).	Child care for employment, work activity and class time.
WAC Reference	388-310-0900	388-310-1050	388-310-1000	388-310-1000	388-310-1000	388-310-1000	388-310-0600