

Attachment F – Data Reporting Elements

The following data elements are required by the U.S. Department of Labor and the state Workforce Board for reporting and project evaluation purposes. The data collection system is located on a secure website and all participant personal information will be kept confidential.

Participant Information

- Name and Contact Information
- Social Security Number
- Birthdate
- Gender
- Race/Ethnicity
- Highest school grade completed
- Highest degree/diploma earned
- Number of years of full-time post-secondary education completed
- Medical credentials earned prior to starting the project
- Employment status
- Veteran status
- Selective Service Registration (*male participants*)
- If the participant has a limited English proficiency (*optional*)
- If the participant has a disability (*optional*)
- If the participant has a criminal record (*optional*)
- Current employer and occupation (*if an incumbent worker*)
- If the participant's current employer contributes to a retirement plan and/or a health insurance plan (*if an incumbent worker*)
- Number of years the participant has worked in the healthcare industry

Training Project and Credential Information

- Type of training (CNA, MA, LPN, ADN, etc.)
- Location of training
- Type of training delivery (Apprenticeship, Classroom, Online, etc.)
- Date the participant started training
- Date the participant completed training
- Date the participant earned a credential
- Type of credential earned
- Number of credentials earned in while enrolled in the project

Other Services (if applicable)

- Dates the participant entered and ended Assessment, Case Management and Support Services.

Employment Placement/Advancement

- Date the participant entered employment or started a new job
- New job title/occupation
- Employer (if changed)
- If the participant's new employer contributes to a retirement plan and/or a health insurance plan
- Employment retention (we track whether or not participants are working during the first and second calendar quarters after placement/advancement)