

Virginia Workforce Connection (VWC) Wagner-Peyser Activity Codes for Services to Individuals

Activity Code	Drop Down Description	Triggers Wagner-Peyser Participation?	Definition	Type of Service
N/A	N/A	No	Completing the Wagner-Peyser Application (Eligibility Determination)	BCS
003	Self Service Registration	No	System Generated Only	
004	Self Service Information on Training Providers, Performance Outcomes	No	System Generated Only	
005	Self Service Labor Market Research	No	System Generated Only	
006	Self Service Job Search through VWC	No	System Generated Only	
007	Self Service Resume	No	System Generated Only	
089	Veteran Priority of Service	No	Used to indicate Veteran Priority of Service Statement has been reviewed with Veteran or Eligible Spouse.	Flag
090	Skills Self-Assessment	No	System Generated Only	
101	Orientation	No	Used to report job seekers who received an orientation to Workforce Center services and resources.	BCS
102	Initial Assessment	Yes	Used to report applicants who received an initial analysis of the strengths and weaknesses of their educational level, work history, vocational skills, or identification of employment barriers and development of a plan (not necessarily a written employability plan) to utilize their strengths and reduce their weaknesses. Outcome of an interview may include referral to another supportive service for implementation of the plan.	BCS
103	Information on Training Providers	No	Used when providing information about training providers. For example, if a customer is asking, "where can I go to widget-making school?" and staff provides the information or helps the customer look up the information.	BCS
104	Job Search Workshop	Yes	Employability Training Workshop. A seminar designed to provide participants with knowledge that will enable them to find jobs. Subjects are not limited to but should include labor market information, application/resume writing, interviewing techniques, and finding job openings.	ICS
106	Provided Internet Job Search Support/Training	Yes	Used when assisting a customer with VWC or other Web-based job search functionality.	BCS

~~Inactive codes are shown with a strikethrough~~

RI Registered Individual Service (does not trigger participation)
 BCS Basic Career Services (some trigger participation, some do not)
 ICS Individual Career Service (triggers participation)
 ICS-SA Individual Career Service Staff Assisted (triggers participation)

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107	Provision of Labor Market Research	No	Used when staff provides information which includes, but is not limited to, state and local labor market conditions, industries, occupations and characteristics of the workforce, area business identified skills needed, employer wage and benefits trends, short and long term industry occupational projections, work supply and demand, and job vacancies survey results. Workforce information may include local employment dynamics information such as the high growth and high demand industries, workforce availability, business turnover rates, job creation and new hire rates.	BCS
112	Job Fair	Yes	Used to document assistance provided to a job seeker at a job fair or hiring event held for a VWC Preferred Employer.	BCS
113	Job Search Plan	Yes	Used when staff develops a series of planned actions for a job seeker leading to employment and specifies the employment training and social services to be provided.	ICS
114	Staff assisted job search	Yes	Used when staff assists a customer with non-VWC or other non Web-based job searches. Newspaper ads are an example	BCS
115	Resume Preparation Assistance	Yes	Used when staff assists a job seeker with developing a resume, This does not include assistance with navigation through the VWC resume process.	ICS
118	Failed to respond to a call-in notification	No	Used when job seeker does not respond to notification of job opportunity.	Flag
120	Use of One-Stop Resource Room / Equipment	No	Used when staff assists customer in the Resource Room	Flag
123	Job Development Contacts (working with Employer and Job Seeker)	Yes	Used when staff contacts an Employer on behalf of the job seeker for an <u>unlisted</u> job.	ICS
129	Received Case Management Services – Vets Only	No	Used by LVERs and DVOPs to document Case Management Services	Flag
130	Proficiency Testing	Yes	Staff providing skills-based testing, for example: typing, spelling, reading comprehension, problem solving, etc. This code includes proctoring a test that is part of an employer's screening process for an active job order.	ICS
133	Referred to Supportive Service	No	Used when staff refers job seekers to services designed to assist the job seeker achieve physical, mental, social or economic well being and reduce or eliminate barriers to employment. These include health and medical services, relocation assistance, residential support, nutritional and legal services.	BCS
149	RESEA Initial Completed	No	Used to indicate a UI claimant selected for RESEA attended and completed the Initial RESEA appointment (individual + one-on-one or group + one-on-one). Must enter RESEA components before this code can be added.	Flag

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150	RESEA Follow Up 1 Completed	No	Used to indicate a UI claimant selected for RESEA attended and completed the first RESEA Follow Up. Must attend and complete RESEA Initial before this code can be added.	Flag
151	RESEA Follow Up 2 Completed	No	Used to indicate a UI claimant attended and completed the second RESEA Follow Up. Must attend and complete RESEA Follow Up 1 before this code can be added.	Flag
152	RESEA Workshop Completed	No	Used to indicate a UI claimant selected for RESEA attended and completed a reemployment workshop that was part of the claimant's RESEA reemployment plan. NOTE: This code is not used for the Initial RESEA held in a group (use 149 for all Initial RESEA sessions).	Flag
161	Attended RSO/RSW	No	Used by staff conducting Reemployment Services Orientation/Workshop (RSO/RSW) session to indicate job seeker attended RSO/RSW session.	Flag
164	VETs Referral to RES	No	Used by LVERs and DVOPs to indicate a Veteran participant has been referred to Wagner-Peyser staff for job search assistance.	Flag
165	TRADE Referral to RES	No	Used by Trade staff to indicate a Trade participant has been referred to Wagner-Peyser staff for job search assistance.	Flag
167	No-Show/No-Call for Initial RESEA	No	Effective January 1, 2016. Used to document claimant did not attend the Initial RESEA. Staff must follow Benefits Directive 2013-01-08 prior to adding this code.	Flag
168	Failure to Follow RESEA Plan	No	Effective January 1, 2016. Used to document claimant failed to complete an activity in their RESEA plan. Staff must follow Benefits Directive 2013-01-08 prior to adding this code.	Flag
169	Referral to other employment program/activity	No	Used by staff to indicate referral to a (non WIA) program for vocational assessment, job search assistance, pre-employment skills, supported employment or subsidized employment program. For example: referrals to DRS, DSS, Older Worker programs, Youth programs, or other community based employment programs and activities. (Use Code 133 for referral to DRS for supportive services).	BCS
179	Outside web link job referral	No	System Generated Only	
194-198	National Guard	No	Used by LVERs and DVOPs	
200	Individual Counseling	Yes	Use this service for job seekers who receive on-going or one-time assistance from a qualified counselor to assist job seekers in gaining a better understanding of themselves so that they can more realistically choose to change an occupation, or make a suitable job adjustment. Counseling can be provided directly to an individual (200) or through group (201) counseling services and may result in a written employability plan.	ICS
201	Group Counseling	Yes		ICS
202	Career Guidance/Planning	Yes	Provision of information, materials, suggestions, or advice which are intended to assist the job seeker in making occupation or career decisions.	ICS

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208	Referred Other Federal (Non-WIA) training	No	Used when staff refers jobseeker to a non-WIA federal training program.	BCS
209	Referred to State and/or Local Training	No	Used when staff refers jobseeker to a state and/or local training program.	BCS
210	Referred to Educational Service	No	Used when staff refers jobseeker to an Educational Program or Service	BCS
211	Referred to WIOA	No	Used when staff refers jobseeker to the WIA program.	BCS
221	Automated Referral to WIA	No	System Generated Only	
500	Referred to Job Over 150 days	Yes	System Generated for Self Service and Staff Assisted	ICS-SA
501	Referred to Job 4 – 150 days	Yes	System Generated for Self Service and Staff Assisted	ICS-SA
502	Referred to Job 3 days of less	Yes	System Generated for Self Service and Staff Assisted	ICS-SA
503	Negative Referral Result	No	System Generated for Self Service and Staff Assisted	Flag
504	Refused Referral to job/training	No	Refused referral	
505	External Job Referral by staff		Used when staff refers job seeker to an External job order	
590	Notification to job seeker of potential job		System Generated Only	

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