MASSACHUSETTS WORKFORCE DEVELOPMENT SYSTEM

MassWorkforce Issuance

Workforce Issuance No. 09-47

□ Policy ☑ Information

To: Chief Elected Officials

Workforce Investment Board Chairs Workforce Investment Board Directors

Title I Administrators Career Center Directors Title I Fiscal Officers DCS Regional Managers

cc: WIA State Partners

From: Michael Taylor, Director

Department of Workforce Development

Date: July 10, 2009

Subject: Changes in MOSES Version 28.0

Purpose: To provide Local Workforce Investment Boards, One-Stop Career Center

Operators and other local workforce investment partners with information regarding changes to be implemented in MOSES Version 28.0. MOSES Version 28.0 will be released to MOSES users effective upon signing onto MOSES on

Monday, July 20, 2009.

Background: Build 28.0 focuses mainly on Trade changes enacted by the Trade and

Globalization Adjustment Assistance Act of 2009. There are also changes related

to automatic enrollment into ARRA Wagner Peyser & ARRA RES

(Reemployment Services program), Job Seekers Selected for Profiling, and

Career Center Seminar Scheduling.

Required: IT Coordinators, MOSES Local Experts and One-Stop Career Center Managers

should ensure that all MOSES users in their local areas have a copy of the

document, Description of Changes in MOSES Version 28.0, which is found in the

following section.

Inquiries: Questions about the MOSES application should be directed to the MOSES Help

Desk at 617-626-5656.

Description of Changes in MOSES Version 28.0

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- 5. Trade Participant Waiver New Review Period for Initial Waiver Request and Extensions of Waiver
- 6. Trade Good Cause Reasons
- 7. Trade New Waiver and Notice of Rights and Compliance Forms

II. Other MOSES Staff View Changes in Version 28.0

- 1. Job Seeker Eligibility Criteria Citizen Field Residency Expiration Date has been added to a Resident alien selection on the Citizen Drop-down List.
- 2. Job Seeker Caseload Management Last Federal Service Date has been added
- 3. Events Changes to the CCS Scheduling Screens:
 - Profiled Icon (Pr) is displayed if the job seeker has been "Selected" for Profiling by DUA (Profiling History displays a service result of Profiling CCS/REO Selected)
 - Profiled claimants now have 35 days to attend a CCS (changed from 21 days)
 - There is no second notice
 - Added excuse for Scheduling Beyond 35 days Excused: The individual's need to address the physical, psychological and legal effects of domestic violence as defined in M.G.L. c. 151A
- 4. Job Seeker Alerts Profiled claimant has not scheduled a CCS/REO (CCS/REO replaces REO)
- 5. Job Seeker Event Scheduling Profiled Icon has been added to the Event Participant Window
- 6. Automatic Enrollment in WIA ARRA Wagner-Peyser and WIA ARRA RES via posting of an Initial Assessment Service after attending a CCS.

Description of Changes in MOSES Version 28.0

I. MOSES Staff View Changes for Trade

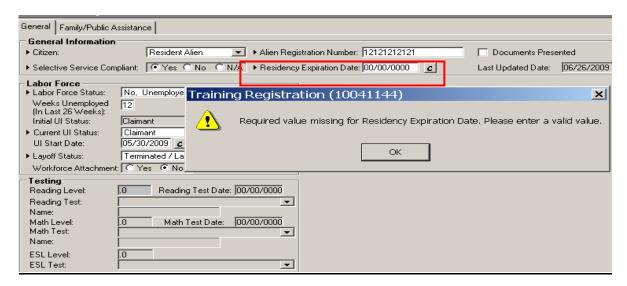
All Trade related changes in MOSES 28 result from the passage of the Trade and Globalization Act of 2009 and only apply to Trade petitions filed on or after May 18, 2009. These MOSES Trade changes are being enacted to comply with the U. S. Department of Labor TEGL 22-08: Operating Instructions for Implementing the Amendments to the Trade Act of 1974 Enacted by the Trade and Globalization Adjustment Assistance Act of 2009.

Additional Trade Changes to MOSES will be implemented in MOSES Version 28.1.

The DCS Trade Unit and the MOSES training staff will conduct 7 one-day training sessions in August and September 2009 covering all aspects of the changes to the Trade Adjustment Assistance program (TAA).

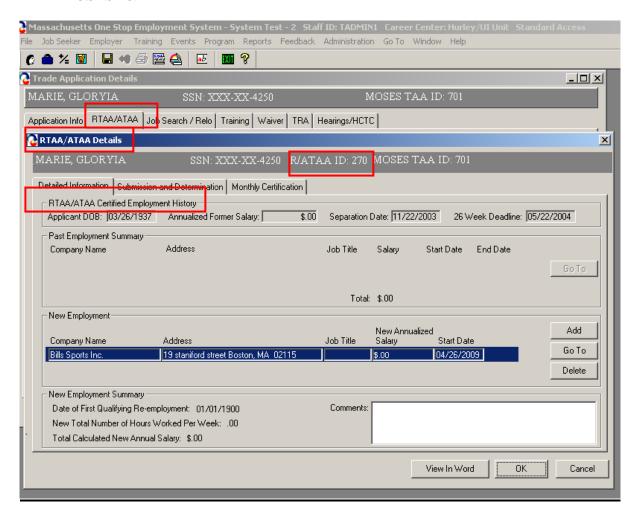
1. Trade - Job Seeker Resident Alien Worker Residency Expiration Date

• A Residency Expiration Date has been added to the Training Registration Screen (Job Seeker – Eligibility Criteria – Citizen Status) and when a Job Seeker is not a U.S. Citizen, the MOSES User must enter a valid date in this field. If you try to save this screen without entering the Residency Expiration Date you will get a message that required data is missing for the Residency Expiration Date and you must enter a date.

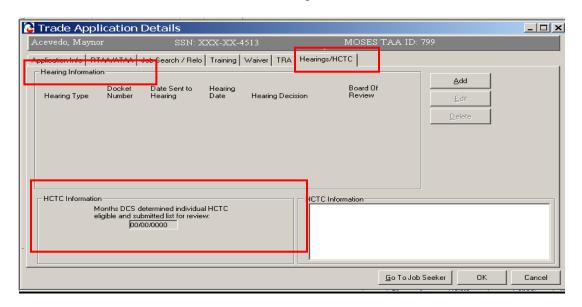


2. Trade – RTAA/ATAA

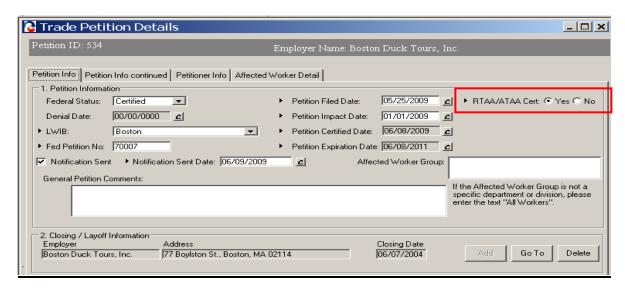
 Screen/Tab names have been changed in preparation for the RTAA changes forthcoming in MOSES 28.1



HCTC has been moved to the Hearings tab

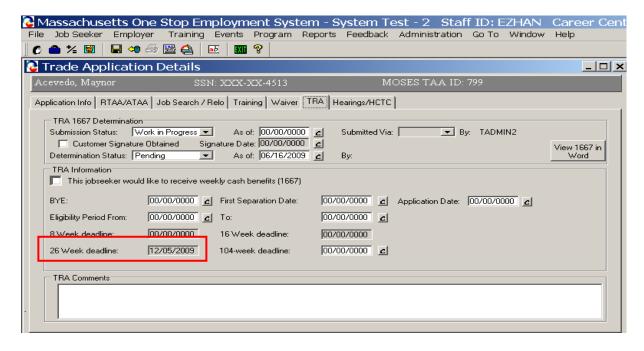


• ATAA Certification radio buttons on Trade Petition Details screen has been renamed as RTAA/ATAA Cert. When Federal Status is Certified, Yes will be defaulted and saved.



3. <u>Trade – Application Details – TRA Determination</u>

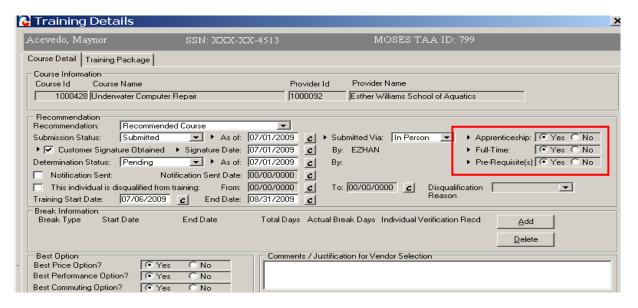
- Added new 26-week deadline date to TRA tab. 26th week deadline is calculated as the later of the Trade participant's most recent separation date or Petition certification date.
- 210 day deadline has been removed.



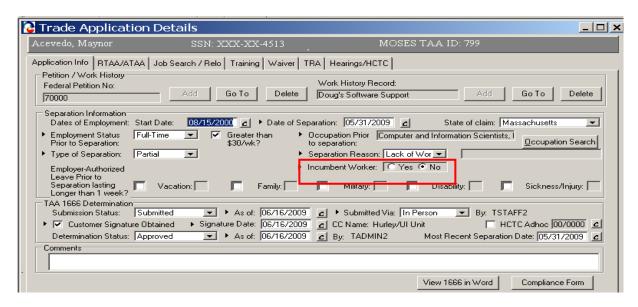
4. <u>Trade – Participant Training Application and Course Details</u>

- Added a group of radio buttons to Course Details screen:
 - o Apprenticeship
 - o Full-time
 - o Pre-Requisite(s)

When "Recommendation:" is set to "Recommended Course" and "Submission Status:" is set to "Submitted", these will be required fields and the user must select Yes or No values before saving the record. These options are only required for Petitions filed on or after May 18, 2009.

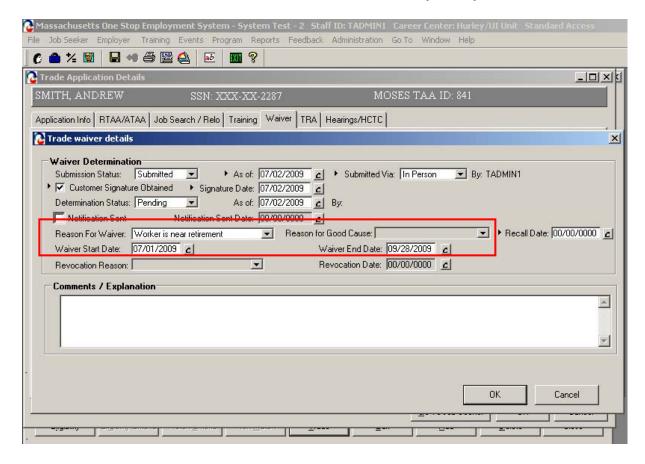


• Added radio button to identify Incumbent Worker on Application Info tab. Only required for Petition filed on or after May 18, 2009.



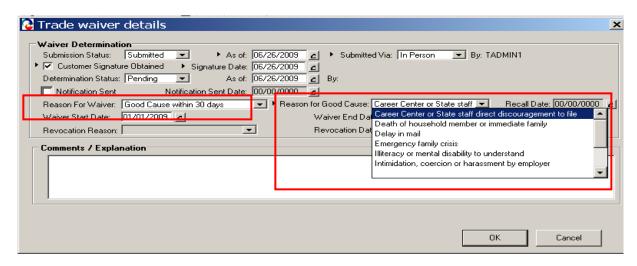
5. <u>Trade – Participant Waiver – New Review period for Initial Waiver Request and</u> Extensions of Waiver

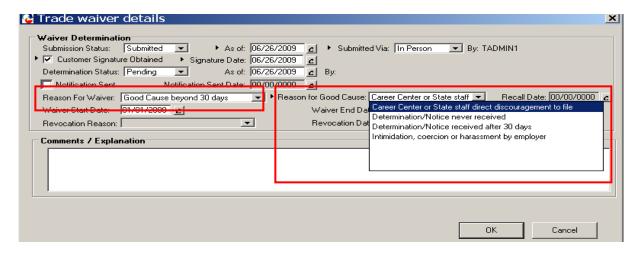
- New rules allow 1st Waiver to be reviewed at the end of a 90 day period.
- Each Waiver extension thereafter will be reviewed every 30 days.



6. Trade - Good Cause Reasons

- 2 Good Cause extensions have been added.
 - o Good Cause within 30 days
 - If it's Good Cause within 30 days, then Reason for Good Cause dropdown list will be activated with associated reasons.
 - o If Good Cause beyond 30 days
 - If it's Good Cause beyond 30 days, then Reason for Good Cause dropdown list will be activated with associated reasons.





7. Trade - New Waiver and Notice of Rights/Compliance Forms

• A New Waiver form will be used for all TAA clients and will fill in automatically.



TRADE ADJUSTMENT ASSISTANCE PROGRAMS

Waiver from Training/Extenuating Circumstances/Good Cause

Type:

Career Center:		Fed Petition Number:	
Applicant's Name:		MOSES ID #:	
Start date:			
End Date:			
Reason/Comments:			
NOTE: The conditions under which this waiver is being granted must be reviewed at the end of the waiver period.			
Applicant's Signature:		Date:	
Career Center Representative:		Date:	

Career Center Counselor: Please keep this signature sheet on file

• A New Notice of Rights/Compliance form will be used for TAA clients under petitions filed on or after May 18, 2009.

Notification of Rights and Promise of Compliance for the Trade Programs

Trade Act of 1974, as Amended

This form is to be utilized for Trade-eligible customers.

A signed copy must be retained in the customer's file at the One-Stop Career Center.

I agree that I have been notified of my 26th week deadline and the meaning/significance concerning eligibility for Trade Readjustment Allowances (TRA cash benefits) and how that relates to training or a waiver from Training approval. That is, TAA approved training or a TAA approved Waiver from training MUST be **approved** by the <u>later</u> of (to be eligible for **ANY** TRA):

- The last day of the 26th week after such worker's most recent separation; or
- The last day of the 26th week <u>after</u> the week in which the U.S. Secretary of Labor issues a certification covering such worker.

I agree that I have been briefed regarding all the benefits available under the Trade Programs (including training, travel allowances, waivers from training, job search and relocation allowances, Reemployment Trade Adjustment Assistance (RTAA), the Health Coverage Tax Credit (HCTC) and Trade Readjustment Allowances (TRA income support payments).

I agree I have been informed about the Trade Programs' goal of a reemployment wage for me of at least 80% of my previous salary/wages from the Trade-impacted employment.

If I am approved for training under the Trade Programs, I understand:

- 1. I must attend the program for which I am approved.
- 2. I may attend training full-time; however, if I cannot attend full-time for *any* reason, I will notify the Division of Career Services (DCS) via my Career Counselor immediately.
- 3. Any changes (in dates, schedules, courses, etc.) MUST be approved *in advance* before-hand by DCS via my Career Counselor.
- 4. Trade Program Funds will pay for only courses that are required and pre-approved as part of my training program.
- 5. Payment for non-required courses, failed courses, and courses dropped may become my responsibility for repayment.
- 6. My training program and my TRA cash benefits may be cancelled if I fail to make satisfactory progress during training.
- 7. Immediately upon completion of my training program, I will *immediately* seek employment in an occupational area directly related to my training.

I have read and understand the above rights and obligations with respect to the Trade Programs. I also understand I do have the right to appeal any negative determination regarding my rights to participate in the Trade Adjustment Assistance (TAA) Program or the Reemployment Trade Adjustment Assistance program (RTAA) and with respect to the receipt of Job Search, Relocation, Training and Travel Allowances and Trade Readjustment Allowances.

Customer Signature	Date	
Counselor Signature		Date
This form has information on your eligibility to participate in the Trade Adjustment Assistance (TAA) Program. Potential benefits and services provided under this program may include paid retaining and weekly cash benefits. Its important to have this form translated immediately.	Fom sia genyen enfomasyon sou kalifikasyon ou pou ou patisipe nan Pwogram Ed Ajisteman pou melye a (TAA). Men enper rain benefis ke ou tou won avek sevis ke nou ofin nan pwogram sila yo, nou ka peye w, epi tou ou ka genyen on lajan ke ou ka toushe shak semên. Li enpôtan pou ou fe on moun tradwi fom sila pou ou imedyatman.	Mẫu này cho biết thông tin về tiêu chuẩn để tham gia vào chương trình Trợ Cấp Điều Chỉnh Trao Đối (Trade Adjustment Assistance TAA). Các quyển lợi và dich vụ có thể nhận được theo chương trình này có thể bao gố trà tiến và cho tiền mặt hàng tuần. Điều quan trọng là phải dịch mẫu này sang ngôn ngữ của quý vì ngay.
В данной анкете содержится информация о Вашем праве на участие в программе, называемой Ттабе Adjustment Assistance (ТАА) Возможные бенфиты и услуги, предъставиземые участникам программи, могут включать в себя выплаты авшего и еженевельные денежные пособия. Очень вексно, чтобы данная викета была немедленно переведена для Вас.	Questo modulo fornisce informazioni sulla Sua idoneità a partecipare al programma di assistenza alla qualificazione professionale (TAA). I possibili vantaggi e serviz: formiti da questo programma possono inculare periodi di aspettativa pagati e sussidi settimanali in denaro. Questo modulo va tradotto immediatamente.	មានបើមានធ្វើអំពីស្ថិទ្ធខ្លានក្រល់របស់លោកអ្នកក្តុងការផ្ទុះក្នុងក្នុងកម្មវិធីជំនួករារប្រជាជ្ជកា បានពីក្រុមក្នុង (ដែល) ។ និងប្រាជបានជំនិញជាជា ការប្រជាជាក្នុងប្រជាជាក្នុងប្រជាជាក្នុងការប្រជាជិត្ត នៃកម្រុជបានបានបានបានបញ្ជាតិវិធារដ្ឋមានថា ការបញ្ជាក់ទៅការបាន់ការបានការបានការបានបានបានប្រជាជាក្នុងការបានបានបានបានបានបានបានបានបានបានបានបានបានប
Este formulario contiane información sobre su elegibilidad para participar en el programa de Asistencia para Ajustic Comercial (1 rade Adjustment Asistanco, TAA). Entre los servicios y beneficios polorciades que se proporcionan en el programa se pueden encentrar beneficios en dinero semanales y pago por retención. Es importante que haga traducir este formulario de inmediato.	Este formulário contém informações sobre a sua elegibilidade de participar do Programa de Auxílio de Ajuste Comerciai (TAA). Os beneficios e serviços possiveis oferecidos neste programa podem incluir seguro de pagamento e beneficios semanais em dinheiro. É importante que este formulário seja traduzido prontamente.	userwidbrackog danocydlionperdialogradighod previsionaliferomierodlionodliand userwiddelogia newado. (の他の中心を他のの他の中の他の中の他のかかかり 必要格包含有關係合資格能加 Trade Adjustment Assistance (TAA)計劃的 資料、在選計劃之下你可享有的國刊 和服務提供可以包括:機構安付和每 即是企業科學、這是重要文件・請立 即用指達格輔學。

Form 2420 Rev.06_06

II. Other MOSES Changes in Version 28.0

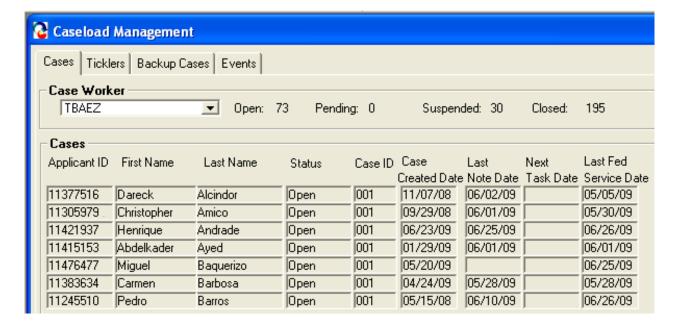
1. Job Seeker - Eligibility Criteria - Citizen - Resident Alien - Residency Expiration Date

A Residency Expiration Date has been added on the Eligibility Criteria screen – Citizen Status, if the Job Seeker is not a Citizen and you select Resident Alien and enter the Alien Registration Number. If you try to save this screen without entering the Residency Expiration Date you will get a warning. This change was required for the Trade program.



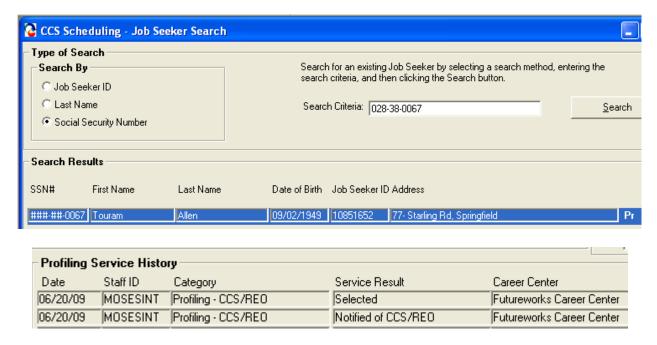
2. Job Seeker – Caseload Management – Last Federal Service Date has been added

• The Caseload Management screen for a caseworker now displays the date of the last Federal Service delivered to the Job Seeker. This column was added to the screen as Last Fed Service Date.



3. Events – Changes to the CCS Scheduling Screens

• **Profiled Icon** - If you search for a Job Seeker by SSN or Job Seeker ID number and the Job Seeker displayed in the Search Results is marked with a blue **Pr** Icon this indicates that this individual has been "Selected" for Profiling. They have been "Notified" about the Career Center Seminar and they have been selected for Profiling, requiring them to attend a CCS with in 35 days. (The 35 day period is a change from the previous 21 day period to attend a CCS.)

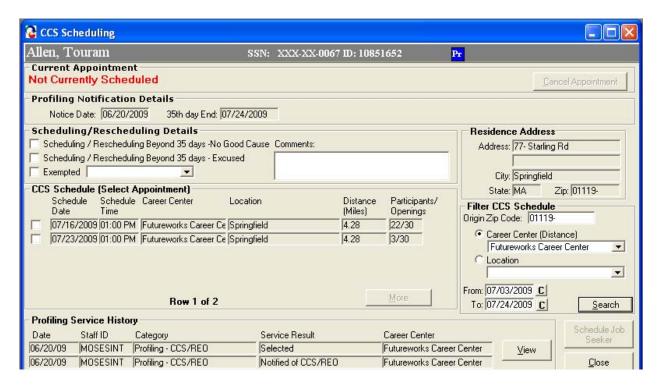


If the Job Seeker in the CCS Scheduling Search Results does not have a blue **Pr** Icon this indicates that the Claimant has not been "Selected" for Profiling. In this case the Claimant was "Notified" that Career Centers are providing Career Center Seminars to assist them.

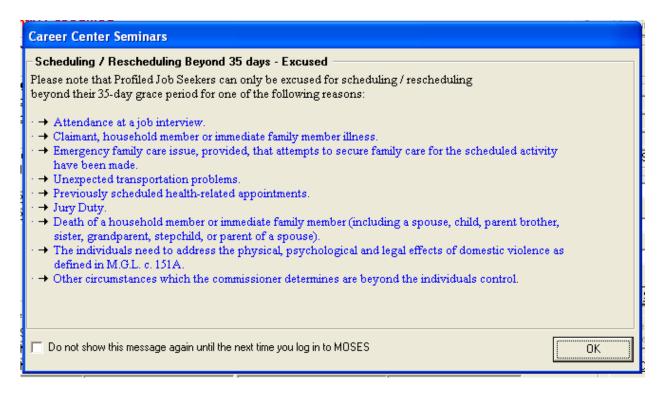


• Changes to the CCS Scheduling Screen:

- 1) The Profiled Icon on the Banner indicates that this Claimant has been "Selected" for Profiling and must attend a CCS event. If there is a Profiled icon on the screen the check boxes for Scheduling / Rescheduling Beyond 35 days and for Exempted will be clickable. If there is no Profiled icon on the screen the check boxes will be deactivated.
- 2) Only one (1) Notice that Claimants have 35 days from the Notice Date to attend CCS. Second Notice removed from screen.



3) There is a new excuse for Scheduling Beyond 35 days – Excused. Added: The individual's need to address the physical, psychological and legal effects of domestic violence as defined in M.G.L. c. 151A.



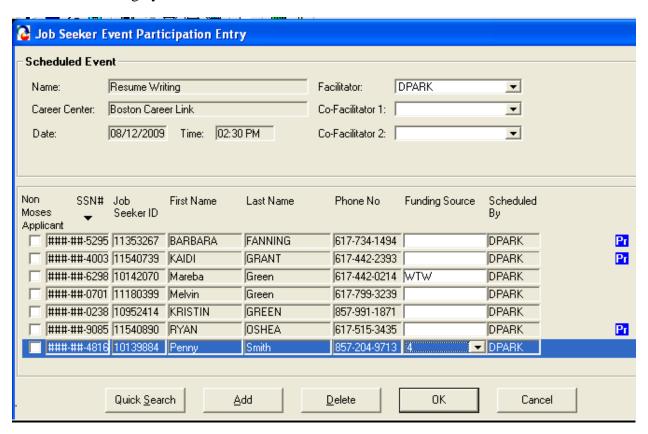
4. Job Seeker alerts - Profiled Claimant has not scheduled a Career Center Seminar

• Corrected language: Claimant selected for Profiling has not scheduled **CCS**/REO. In earlier versions of MOSES the Alert message was: Claimant selected for Profiling has not scheduled REO.



5. Event Scheduling Screen - Participant list - Profiled Claimants display Profiled Icon

• The Profiled Icon helps staff identify event participants who have been selected for Profiling by DUA.



6. Automatic Enrollment in WIA ARRA Wagner-Peyser and ARRA RES

MOSES will automatically enroll a job seeker in the WIA ARRA Wagner-Peyser and WIA ARRA RES (Reemployment Services) programs when an initial assessment service is entered on the general tab or via an event if the person meets the following criteria:

- Automatically enroll participant in WIA ARRA Wagner-Peyser and WIA ARRA RES when individual receives an initial assessment service if:
- Not currently enrolled in WIA ARRA Wagner-Peyser or WIA ARRA RES (OR their status is exited from either program) AND
- Received notification to attend CCS sometime in prior 5 weeks AND
- Attended CCS in prior 5 weeks AND the service date is greater than or equal to the notified service date AND
- Initial Assessment service within 1 week of CCS attended service.

Questions about the MOSES Application should be directed to the MOSES Help Desk at 617-626-5656.