

MASSACHUSETTS WORKFORCE DEVELOPMENT SYSTEM

# MassWorkforce Issuance

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**Workforce Issuance No. 14-89**

☐ Policy ☒ Information

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**To:** Chief Elected Officials  
Workforce Investment Board Chairs  
Workforce Investment Board Directors  
Title I Administrators  
Career Center Directors  
Title I Fiscal Officers  
DCS Operation Managers

**cc:** WIA State Partners

**From:** Alice Sweeney, Director  
Department of Workforce Development

**Date:** October 17, 2014

**Subject:** **Changes in MOSES Version 34.3**

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**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 34.3. Version 34.3 will be released to MOSES users when they sign onto MOSES on October 24, 2014.

**Action**

**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 34.3, which is found in the following section.

**Effective:** October 25, 2014

**Inquiries:** Please email all questions to [tcartier@detma.org](mailto:tcartier@detma.org). Please reference this MassWorkforce Issuance number in your inquiry.

## Description of Changes in MOSES Version 34.3

### The key MOSES 34.3 changes are:

1. **Job Seeker Search:** Claimant ID has been added as a 'Search By' criteria. This functionality will display the job seeker record if the Claimant ID exists in the MOSES database. This functionality **will not** retrieve the claimant information from the UI Online database.

**Job Seeker Search**

Type of Search

Search By

☒ Job Seeker ID  
☐ Last Name  
☐ Social Security Number  
☒ Claimant ID

To enter a new Job Seeker click the Add button. Search for an existing Job Seeker by selecting a search method, entering the search criteria, and then clicking the Search button.

Search Criteria:

Search

Advanced Search...

Search Results

SSN#	First Name	Last Name	Date of Birth	Job Seeker ID	Address	Claimant ID
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### 2. **Revisions to the Job Seeker Full Tab**

- **Disability:** Added a 'Not Disclosed' option.
- **Claimant ID:** Will display the UI Claimant ID if it exists in the MOSES database.
- **Long-Term Unemployed (27+ weeks):** Added a checkbox to indicate if the job seeker has been unemployed for 27 or more consecutive weeks in the past year.

**Job Seeker Membership (Collie, Elle)**

Collie, Elle SSN: XXX-XX-066(ID:12373056)

Basic Full Education Work Experience Events Alerts Case Plan Services Special Programs Survey

General Information Military Information Barriers Assistance

**Additional Information**

☒ Employed ☐ Yes ☒ No ☐ Immigrant ☐ Yes ☒ No

☒ Disability ☐ Yes ☐ No ☒ Not Disclosed

Dislocated Worker ☒ Received Notice of Layoff/Military Separation ☐

Primary Language:

Language Details:

Summer Youth ☐

Permanently Separated (HITG): ☒ Last Modified: 08/02/2014

**Economically Disadvantaged**

☒ Family Size:

☒ Is your family income for the last six months below \$15,620.50? ☐ Yes ☒ No

**Career Objective**

Viewable to Employers on the Internet (JobQuest) ☐ Yes ☒ No

**Education**

☒ In School: ☐ Yes ☐ Yes - In Alternative School ☒ No

☒ Highest Degree: Associate Degree

**Work Search Verification**

Date Verified:

Verified By:

**Claimant ID**

12345678

**Migrant Status**

☐ Seasonal Farm Worker, Non Migrant

☐ Migrant Farm Worker

☐ Migrant Food Processor

☒ Long-Term Unemployed (27+ weeks)

Trade Eligibility Match Criteria Run Match Eligibility Criteria OK Cancel

### 3. Job Seeker – Military Information Tab

- Added a Recently Released Offender (within last 12 months) checkbox.


The screenshot shows the 'Job Seeker Membership (Job, Ivan)' window with the 'Military Information' tab selected. The 'Military Branches' section contains a table with columns: Branch, Type of Discharge/Status, Start Date, and Release Date. The first row shows 'Air Force', 'Honorable', '06/24/1998', and '11/15/2004'. Below the table are 'Add' and 'Delete' buttons. The 'Veteran Information' section has a 'Campaign Badge' with 'Yes' and 'No' radio buttons, and a 'Homeless Veteran' section with 'Yes' and 'No' radio buttons. A red box highlights the 'Recently Released Offender (within last 12 months)' checkbox, which is checked. The 'DD214 Form' section has a 'DD214 Verified' checkbox, a 'Verified by:' text box, a 'Date Verified:' text box with '00/00/0000', and a 'Verifying Office:' text box. At the bottom are buttons for 'Trade', 'Eligibility', 'Match Criteria', 'Run Match', 'Eligibility Criteria', 'OK', and 'Cancel'.

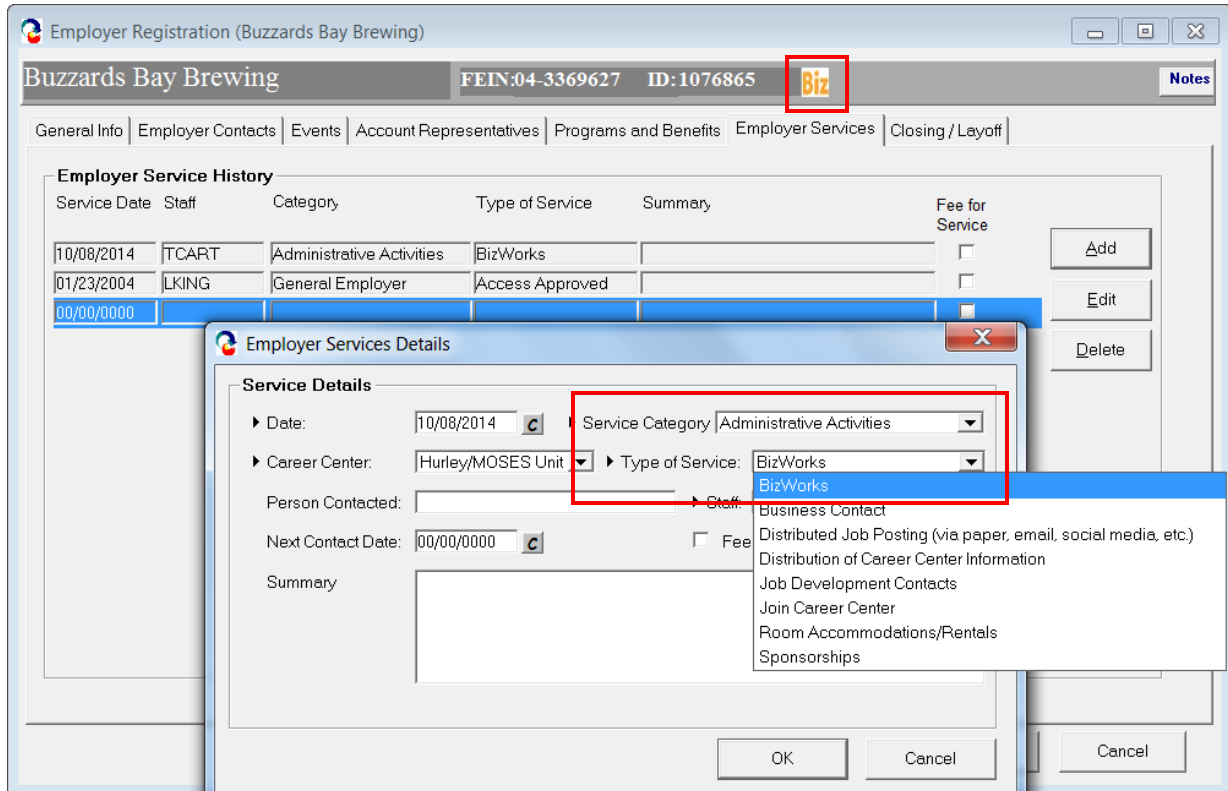
### 4. New Veteran Gold Star Icon: A Veteran Gold Star icon will appear if the Veteran meets any of the following criteria:

- Military Service Disabled
- Economically Disadvantaged
- Less than High School Graduate
- Homeless
- Age 18 to 24
- Long-term Unemployed and Recently Released from Service
- Recently Released Offender

The screenshot shows the 'Job Seeker Membership (Ivan, Job)' window with the 'Military Information' tab selected. The 'Veteran Eligible for Vet Staff Services' checkbox is checked and highlighted with a red box. The 'DD214 Form' section has a 'DD214 Verified' checkbox, a 'Verified by:' text box, a 'Date Verified:' text box with '00/00/0000', and a 'Verifying Office:' text box. At the bottom are buttons for 'Trade', 'Eligibility', 'Match Criteria', 'Run Match', 'Eligibility Criteria', 'OK', and 'Cancel'.

## 5. New Employer Service and Icon:

- Added a new 'BizWorks' employer service. The new service is under the Administrative Activities service category.
- A new icon  will appear when this service is added to the employer record.



The screenshot displays the 'Employer Registration (Buzzards Bay Brewing)' application. The top header shows the employer name 'Buzzards Bay Brewing', FEIN '04-3369627', and ID '1076865'. A red box highlights a new 'Biz' icon next to the ID. The 'Employer Services' tab is selected in the navigation bar.

The 'Employer Service History' table lists services:

Service Date	Staff	Category	Type of Service	Summary	Fee for Service
10/08/2014	TCART	Administrative Activities	BizWorks		<input type="checkbox"/>
01/23/2004	LKING	General Employer	Access Approved		<input type="checkbox"/>
00/00/0000					<input type="checkbox"/>

The 'Employer Services Details' dialog box is open, showing the 'Service Details' section. A red box highlights the 'Service Category' dropdown (set to 'Administrative Activities') and the 'Type of Service' dropdown (set to 'BizWorks'). The 'BizWorks' option is highlighted in the dropdown list. Other fields include 'Date' (10/08/2014), 'Career Center' (Hurley/MOSES Unit), 'Person Contacted', 'Next Contact Date' (00/00/0000), and 'Summary'.

The 'BizWorks' dropdown list includes the following options:

- BizWorks
- Business Contact
- Distributed Job Posting (via paper, email, social media, etc.)
- Distribution of Career Center Information
- Job Development Contacts
- Join Career Center
- Room Accommodations/Rentals
- Sponsorships