

MEASURABLE SKILLS GAIN

Measurable Skills Gain Create / New

A Measurable skill gains goal must be recorded (created) at least once per program year, per enrollment with an education or training program.

A Program year is from July 1st to June 30th. If the training/education spans multiple program years, there must be at least one measurable skill gain goal entered in *each* program year.

Who is in the Measurable Skill Gains measure?

- ✓ All WIOA participants in school are included!
- ✓ Adults/Dislocated Workers who are in any occupational skills training, **including OJT**, or in any secondary school programs (ABE/GED) including Trade and NDWG.
- ✓ Out of School Youth who are in any occupational skills training, **not including OJT**, or in any secondary education programs (ABE/GED), or YouthBuild or Job Corps.

There are five (5) types of gains;

1. Educational Functioning Level Gain:

- ✓ Compare pre-test and post-test to see gain in educational functioning level based on standard National Reporting System (NRS) tests like TABE, CASAS, MAPT.

2. Diploma or Recognized Equivalent:

- ✓ HS diploma or state recognized equivalent (GED/HiSET)

3. Transcript or Report Card:

- ✓ The report card should demonstrate satisfactory achievement in all classes by the participant in secondary education for one semester.
- ✓ A Post Secondary transcript showing achievement with sufficient credit hours; 12+ hours per semester for full time, or 12+ hours over two semesters during a 12-month period for part time students.
- ✓ An Associate or Bachelor's degree.

4. Training Milestones:

- ✓ The gain is documented by a satisfactory or better progress report from an employer or trainer. Some examples are:
 1. Completion of OJT or apprenticeship program or steps to complete either
 - Milestones for mastery of job skills
 - Increased pay from improved skills or performance

5. Skills Progression (based on exams):

✓ Some examples are:

1. Passing a ServSafe exam on way to a culinary certification
2. Passing a CPR exam on way to a CNA certification
3. Any industry recognized credential that is achieved through exam

MOSES

Job Seeker Membership (Job, Anita)
SSN: XXX-XX-0001 ID: 13427553

General Information

First Name: Anita Middle Initial:
Last Name: Job Sex: Chose not to answ
Date of Birth: 01/01/1985 Military: ☐ Yes ☒ No
Release Information?: ☐ Yes ☒ No Other Eligible: ☐ Yes ☒ No

Ethnicity Hispanic or Latino: ☒ Yes ☐ No
Race ☒ White ☐ Black or African American
☐ Asian ☐ American Indian or Alaskan Native
☐ Other ☐ Hawaiian Native or Other Pacific Islander
☐ Information Not Available

Programs Last Reportable Service Date: 06/12/2023

Program Name	Apply	Program Status	History
Job Match	<input type="checkbox"/>	<input type="text"/>	
Program Eligibility	<input type="checkbox"/>	<input type="text"/>	
Career Planning	<input checked="" type="checkbox"/>	Enrolled	

Worked in agriculture or food processing in the last 12 months? ☐ Yes ☒ No Career Center

Address
Address: 17 Redundent Way
Country: United States of America
Zip: 02132 City: West Roxbury
State: Massachusetts
☐ Enterprise ☐ Empowerment ☐ Renewal
☐ Address Not Available ☐ Mailing Address different
Confidential: ☐ Yes ☒ No HITG Confidential: ☐ Yes ☒ No

Contact
Primary Phone: 617441-9023 Email: ajob@email.com
Other Phone: () -
Web Address: ☐ Prefers Emails

Special Accommodations

Trade Eligibility Criteria Eligibility Match Criteria Run Match OK Cancel

Job Seeker Membership (Job, Anita)
SSN: XXX-XX-0001 ID: 13427553

Goals

Case Plan: 001 Created Date: 06/12/2023 Closed Date: Case Worker: Thomas Cartier TCART Completion Target: 00/00/0000

Goals

Due Date	Goal	Result
06/30/2024	Skills Progression	Pending

Goal Related Tasks

Due Date	Task
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Independent Tasks

Due Date	Task
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Goal Narrative
Measureable Skill Gain goal: A participant successfully completed an exam that is required for a particular occupation, or progress in attaining

Task Narrative

Trade Eligibility Criteria Eligibility Match Criteria Run Match OK Cancel

Select Appropriate TYPE For Customer

The screenshot shows the 'Case Goal Details' window. At the top, 'Staff ID' is 'TCART'. The 'Select Goal' section has two radio buttons: 'Common Goal' (selected) and 'Individually Designed Goal'. To the right are 'Type:' and 'Priority:' labels. A dropdown menu is open next to 'Type:', showing two categories: 'Measurable Skills Gain Goals' (with sub-items: Educational Achievement, Secondary Diploma or Equivalent, Skills Progression, Training Milestone, Transcript/Report Card) and 'Benchmark Goals' (with sub-item: Complete Training Within Approved Time). The 'Goal Schedule' section contains three date fields: 'Created Date' (07/03/2023), 'Due Date' (06/30/2024), and 'Completed Date' (00/00/0000), each with a calendar icon. Below is a 'Goal Narrative' text area. At the bottom are 'OK' and 'Cancel' buttons.

CREATED DATE SHOULD BE WITHIN THE PROGRAM YEAR

This close-up focuses on the 'Goal Schedule' section. It shows three date fields: 'Created Date' with the value '07/01/2023', 'Due Date' with '06/30/2024', and 'Completed Date' with '00/00/0000'. Each field has a small calendar icon to its right.

Beginning in the new Program year (*that starts July 1*) please ENTER a new and updated MEASURABLE SKILLS GOAL for the Program Year for anyone enrolled in a training in the Job Seeker Career Plan.

Measurable Skills Gain Completions

There must be at least one measurable skill gain completed in each program year.

Job Seeker Membership (Lyon, Dan)

Lyon, Dan SSN: XXX-XX-0000 ID: 13427473

Basic | Full | Education | Work History | Events | Alerts | Career Plan/Youth ISS | Services | Special Programs | Survey

Goals | Assessment | Training Justification | Open

Case Plan: 001 Created Date: 05/19/2023 Closed Date: Case Worker: Brenda Letourneau BLETO Completion Target: 00/00/0000

Goals Add Goal Edit Goal Delete Goal

Due Date	Goal	Result
05/19/2024	Employment	Pending
11/19/2023	Occupational Skills	Pending
06/30/2023	Skills Progression	Pending

Goal Related Tasks Add Task Edit Task Delete Task

Due Date	Task
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Independent Tasks

Due Date	Task
----------	------

Goal Narrative
Measurable Skill Gain goal: A participant successfully completed an exam that is required for a particular occupation, or progress in attaining

Task Narrative

Trade Eligibility Criteria Eligibility Match Criteria Run Match OK Cancel

Case Goal Details

Staff ID: TCART

Select Goal

☒ Common Goal ☐ Individually Designed Goal

Type: Skills Progression

Priority:

Goal Schedule

Created Date: 10/10/2023

Due Date: 06/30/2024

Completed Date: 00/00/0000

Goal Status

Pending

Attained

Cancelled

Did Not Attain

Pending

Goal Narrative

Measurable Skill Gain goal: A participant successfully completed an exam that is required for a particular occupation, or progress in attaining technical or occupational skills as evidenced by trade-related benchmarks.

OK Cancel

Case Goal Details

Staff ID: TCART

Select Goal

☒ Common Goal ☐ Individually Designed Goal

Type: Skills Progression

Priority:

Goal Schedule

Created Date: 10/10/2023

Due Date: 06/30/2024

Completed Date: 02/14/2024

Goal Status

Attained

Goal Narrative

▶ Measureable Skill Gain goal: A participant successfully completed an exam that is required for a particular occupation, or progress in attaining technical or occupational skills as evidenced by trade-related benchmarks.

OK Cancel

DATA ENTRY DATE SHOULD NOT EXCEED JUNE 30, 2024

▶ Completed Date: 06/30/2024

Case Goal Details

Staff ID: BLETO


Select Goal

☒ Common Goal ☐ Individually Designed Goal

Type: Skills Progression

Priority: Medium

Case Management

 Remember to document the reasons why you changed or deleted this task or goal.

OK

OK Cancel

Enter a NOTE

Job Seeker Notes Detail

Job Seeker Notes

Staff ID: TCART Created Date: 06/30/2024 Confidential ☐ on: 10/10/2023

Notes

OK Cancel

DON'T FORGET:

- ✓ When entering a **Secondary Diploma/Equivalency** MSG, you must add the High School diploma/equivalency attainment service on the General tab of MOSES!!!!
- ✓ When entering an **Educational Achievement** MSG, you must add the pre and post test scores to the Testing tab of MOSES!!!
- ✓ Set an MSG for each customer in training/education!!!

It is highly recommended all areas review Job Seekers MEASURABLE SKILLS GOALS before June 30th and close out any goal that may have been entered in PY24.

Measurable Skill needs to reflect an accurate Status for this year.

Beginning in the new fiscal year (*July 1, 2024*) please ENTER a new and updated MEASURABLE SKILLS GOAL for PY25, the Job Seeker Career Plan should reflect a new Measurable Skill Gain Goal for PY25.

Any old Measurable Skills Goals from the prior PY should be resolved / closed with the appropriate status.

A skill gain may count if attained after exit if still within the program year.

Late data entry will impact federal performance, mainly the Measurable Skill Gain metric.

Case Goal Details

Staff ID: TCART

Select Goal

☒ Common Goal ☐ Individually Designed Goal

Type: Training Milestone

Priority: Medium

Goal Schedule

Created Date: 02/14/2024

Due Date: 06/30/2024

Completed Date: 07/03/2024

Goal Status

Pending

Goal Narrative

Measurable Skill Gain goal: The participant had a satisfactory or better progress report toward established milestones from an employer/training provider.

OK Cancel

Reminder this MSG will not have a positive outcome if it is entered after the prior PY dates.

The final federal report (PIRL) for a PY will be run over the second weekend of July (usually).

It is strongly recommended that career center staff conclude data entry for the PY, as best they can, prior to that weekend and back date the completion before June 30th.