

MASSACHUSETTS WORKFORCE DEVELOPMENT SYSTEM

# Mass Workforce Issuance

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**100 DCS 02.102**

☐ Policy ☒ Information

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

**cc:** WIOA State Partners

**From:** Alice Sweeney, Director  
Department of Career Services

**Date:** June 26, 2015

**Subject:** **Release Date of MOSES Version 35 will be July 1, 2015**

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**Purpose:** To notify Local Workforce Development Boards, One-Stop Career Center Operators and other local workforce investment partners that MOSES 35 is scheduled for release to the desktops on Wednesday, July 1, 2015.

**Background:** The release date to the field for MOSES 35 is Wednesday, July 1, 2015.

This will be a weekday night-time build.

MOSES will be shut down at 4:00 p.m. on Tuesday, June 30, 2015 for the updates and the maintenance of the MOSES software and MOSES Applications (JobQuest/TrainingPro).

This will **NOT** interrupt other IT services or functions to the offices, only MOSES will be taken off-line. Email, unemployment assistance systems and internet services will still be available.

Please plan on completing and saving your MOSES data entry by 4:00 p.m. on Tuesday, June 30th, and then log off MOSES. This will ensure that when you log into MOSES on Wednesday, July 1st, you will have the new version of MOSES available and any work done prior will be saved.

**Action**

**Required:** Local Workforce Development Boards, Career Center operators, and workforce partners should ensure that their staffs are made aware of the MOSES shutdown on Tuesday June 30th, and that Career Centers and other MOSES users plan their workloads accordingly in preparation for MOSES to shut down at 4:00 p.m.

Below is a description of the major changes in MOSES Version 35.

**Effective:** Immediately

**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 35

### Eligibility

#### Eligibility – OSY

**New Eligibility Barrier** – *Youth Not Attending, but of Compulsary Age*  
(Not Applicable – Compulsory School Age in MA ends on a youth's 16<sup>th</sup> birthday)

Job Seeker Membership (O'Furniture, Paddy)

O'Furniture, Paddy SSN: 911-01-0002 ID: 12435583 JQ

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

General Information Military Information Barriers Assistance

Barriers	Eligibility
<input type="checkbox"/> DCF Youth	<input type="checkbox"/> Below Grade Level
<input type="checkbox"/> Displaced Homemaker	<input type="checkbox"/> Disability
<input type="checkbox"/> DYS Youth	<input type="checkbox"/> English Language Learner
<input type="checkbox"/> Financial	<input type="checkbox"/> Foster Child
<input type="checkbox"/> Health	<input type="checkbox"/> Homeless
<input type="checkbox"/> Housing	<input type="checkbox"/> Offender/Subject to Justice System
<input type="checkbox"/> Labor Market Discrimination	<input type="checkbox"/> Pregnant/Parenting Issues
<input type="checkbox"/> Lack of Childcare/Eldercare	<input type="checkbox"/> Runaway Youth
<input type="checkbox"/> Lack of Credentials, Certification, Licensing	<input type="checkbox"/> Youth Not Attending, but of Compulsory Age
<input type="checkbox"/> Lack of Marketable/Occupational Skills	<input type="checkbox"/> Youth Requiring Additional Assistance
<input type="checkbox"/> Lack of Self-Sufficiency	
<input type="checkbox"/> Lack of Transportation	
<input type="checkbox"/> Legal	
<input type="checkbox"/> Limited Basic Educational Skills	
<input type="checkbox"/> Limited Job Search Skills	
<input type="checkbox"/> Other	
<input type="checkbox"/> Probation/Court Involvement	
<input type="checkbox"/> Substance Abuse	
<input type="checkbox"/> Underemployed	
<input type="checkbox"/> Work History (limited,gaps,none,etc.)	

Note: Barriers should not be unchecked when they are resolved. Instead, a barrier note should be added to indicate how the barrier was resolved. Also be aware that checking the Eligibility barriers will affect eligibility.

Barrier Notes

Trade Eligibility Match Criteria Run Match Eligibility Criteria OK Cancel

**Updated Eligibility Barrier** – *Offender / Subject to Justice System*

**Updated Eligibility Barrier** – *English Language Learner*

## Eligibility - ISY

Low Income: *Free/Reduced Price Lunch*

Job Seeker Membership (Practice, APRIL)

Practice, APRIL SSN: XXX-XX-1822 ID: 10630157

Basic Full Education Work Experience Events Alerts Closed Case Plans/ISS Services Special Programs Survey

General Information Military Information Barriers Assistance

**Assistance Categories**

☐ TAFDC Long Term TAFDC: ☐ Yes ☒ No ☐ Refugee Assistance

☐ EAEDC ☐ SNAP (Supplemental Nutrition Assistance Program)

☐ SSI ☐ Free/Reduced Price Lunch ☐ SSDI ☐ Previous SSDI Recipient ☐ Ticket to Work

Trade Eligibility Match Criteria Run Match Eligibility Criteria OK Cancel

Training Registration (10630157)

Practice, APRIL SSN: XXX-XX-1822 ID: 10630157

General Family/Public Assistance

**Assistance Categories**

☐ TAFDC Long Term TAFDC: ☐ Yes ☒ No ☐ Refugee Assistance [The Assistance Categories can be edited on the Assistance tab which is contained within the Full tab](#)

☐ EAEDC ☐ SNAP (Supplemental Nutrition Assistance Program)

☐ SSI ☒ Free/Reduced Price Lunch ☐ SSDI ☐ Previous SSDI Recipient ☐ Ticket to Work

**Other**

DTA Case Number:  DTA Case Closed Date:  00/00/0000 ☒

TANF Exhaustee: ☐ Yes ☒ No ESP Registered: ☐ Yes ☒ No

TANF 12 Mo Time Limit: ☐ Yes ☒ No DTA Post Employment Eligibility: ☐ Yes ☒ No

Non Custodial Parent: ☐ Yes ☒ No

**Family**

► Status:  Parent in a two parent family

Number of Dependent Children:  1

Family Size:  3

Verified Family Size: ☐ Yes ☒ No

6 mo. Family Income (Annualized):

WIDA Low-Income:  Yes ☒ High poverty area

Under poverty Line / 70% Lower Living Standard:  No Under poverty Line:  No 70% Lower Living Standard:  No

OK Cancel

## Eligibility – High Poverty Area

Training Registration (12401334)

Stuart (Stu), Dent      SSN: XXX-XX-331 ID: 12401334

General   Family/Public Assistance

**Assistance Categories**

☐ TAFDC      Long Term TAFDC: ☒ Yes ☐ No      ☐ Refugee Assistance      [The Assistance Categories can be edited on the Assistance tab which is contained within the Full tab](#)

☐ EAEDC      ☐ SNAP (Supplemental Nutrition Assistance Program)

☐ SSI      ☐ Free/Reduced Price Lunch      ☐ SSDI      ☐ Previous SSDI Recipient      ☐ Ticket to Work

**Other**

DTA Case Number:       DTA Case Closed Date:

TANF Exhaustee: ☐ Yes ☒ No      ESP Registered: ☐ Yes ☒ No

TANF 12 Mo Time Limit: ☐ Yes ☒ No      DTA Post Employment Eligibility: ☐ Yes ☒ No

Non Custodial Parent: ☐ Yes ☒ No

**Family**

► Status:

Number of Dependent Children:

Family Size:

Verified Family Size: ☒ Yes ☐ No

6 mo.Family Income (Annualized):

WIOA Low-Income:       ☐ High Poverty Area

Under poverty Line / 70% Lower Living Standard:       Under poverty Line:       70% Lower Living Standard:

## New Program Elements

Financial Literacy and Transition to Post Secondary/Training may each be tracked either as a service (option #1) or as an activity (option #2) or both, depending on how you are delivering services.

The image shows two screenshots of a software interface. The top screenshot is the 'General Services Detail' window. It has a title bar with a logo and the text 'General Services Detail'. Below the title bar is a 'Services Provided' section with fields for 'Service Date' (06/02/2015), 'Last Update Date' (00/00/0000), 'Career Center' (Action for Boston Community Dev.), 'Staff ID' (LABRA), and 'Hours' (.0). A red box highlights the 'Category' dropdown menu, which is set to 'Counseling'. Below this is a 'Service Detail' dropdown menu with options: 'After-Exit Follow-up', 'EAS Exit Conference', 'Family Counseling', and 'Financial Counseling'. A note at the bottom states: 'Note: Blue/Bold Service Details are Federal/OSCCAR Reportable Services'. The bottom screenshot is the 'Training Course' window for 'QUINSIGAMOND COMMUNITY COLLEGE, AutoCad Complete Certificate'. It has tabs for 'Basic', 'Additional Info', 'Schedule', 'Performance', 'Costs', 'Youth Worksites', 'Targeted Occupations', 'Program Courses', and 'Enrolled'. The 'Basic' tab is selected. It shows fields for 'Course Name' (AutoCad Complete Certificate), 'Address' (670 W Boylston Street), 'Zip' (01606-), and 'City' (Worcester). A red box highlights the 'Activity Categories' list, which includes 'Financial Literacy Education' and 'Post-Sec/Training Transition Activities'.

## Entrepreneurial Training

*In Training Course Activity Categories*

The image shows a screenshot of the 'Training Course' window for 'QUINSIGAMOND COMMUNITY COLLEGE, AutoCad Complete Certificate'. The 'Basic' tab is selected. The 'Activity Categories' list on the right includes 'Entrepreneurial Training', which is highlighted with a red box. Other categories in the list include 'Customized Training', 'Dropout Prevention/Tutoring', 'Educational Training (Youth)', and 'Financial Literacy Education'.

## Education Concurrently with Workforce Prep Activities

*In Training Course Activity Categories*

The image shows a screenshot of the 'Training Course' window for 'QUINSIGAMOND COMMUNITY COLLEGE, AutoCad Complete Certificate'. The 'Basic' tab is selected. The 'Activity Categories' list on the right includes 'Education w/Workforce Prep Activities', which is highlighted with a red box. Other categories in the list include 'Occupational Skills Training', 'Academic/Occupational Learning', 'Adult Education and Literacy Act', and 'Alternative School'.

## Some Other WIOA Stuff

### New Out of School Youth Icon

Job Seeker Membership (Dent, Stuart (Stu))

Dent, Stuart (Stu) SSN: XXX-XX-642 ID: 12401540

PE F Notes

### New In School Youth Icon

Job Seeker Membership (Stuart (Stu), Dent)

Stuart (Stu), Dent SSN: XXX-XX-331 ID: 12401334

PE F Notes

### New Warning when ISY/OSY Status Changes

Job Seeker Membership (Practice, APRIL)

Practice, APRIL SSN: XXX-XX-1822 ID: 10630157

PE \$ F Notes

Basic Full Education Work Experience Events Alerts Closed Case Plans/ISS 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: English

Language Details:

Summer Youth ☐

Permanently Separated (HITG): ☐ Last Modified: 00/00/00

**Economically Disadvantaged**

Family Size:

Is your family income for the last six months below \$9,005.00? ☐

**Career Objective**

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

To own and operate a motorcycle, atv, snowmobile, retail and repair

**Education**

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

Highest Degree: Less Than High School

**Warning! Applicant enrolled in Title I Youth.**

Changing the School status for this participant may impact the individual's program eligibility and federal reporting status. Please reconsider before proceeding.

Select YES to proceed or NO to let the School value remain as it is.

Yes No

## OTHER MOSES CHANGES

### New Provider Approvals table in Training Provider record

Training Provider Information ( FINE Mortuary College )

**FINE Mortuary College** FEIN:04-3315930 ID:1013077

Basic | Additional Info | Section 30 | WTF | WTF-Continued | Industry | Approvals

**Provider Approvals**

Created Date	Status	Start Date	End Date	Determined By	Determined Date	Fraud Flag
06/02/2015	Approved	06/01/2015	12/31/2015		00/00/0000	<input type="checkbox"/>

Add  
Delete

Courses OK Cancel

### New Course Pending Provider Approval Status

Search By: Search for an existing training course entry by selecting a search method.

Training Course ( Quest Connect, LLC, Adobe Dreamweaver CS6 Level 2 )

Basic | Additional Info | Schedule | Performance | Costs | Youth Worksites | Targeted Occupations | Program Courses | Enrolled

**Course Name:** Adobe Dreamweaver CS6 Level 2  
**Address:** 160 North St  
 1st Floor Suite 101  
**Zip:** 01201-  
**City:** Pittsfield  
**State:** Massachusetts  
**Description:** This course is designed for web designers, web developers, and graphic artists who would like to expand on their existing  
**\* Training:** Computer Technology  
**\* Sub Training:** Advanced Software

**Activity Categories**  
 Academic/Occupational Learning  
 Adult Education and Literacy Act  
 Alternative School  
 Basic ABE  
 Occupational Skills Training

WTW Contract Status: \* Course Capacity: 10  
 Year Course First Established/Offered: 2012 On Site at Employer Location: ☐  
 Funded by Workforce Development Agency in last 3 years? ☐ Yes ☒ No  
 Course Type: TAACCCT: ☐ Yes ☒ No  
 Dist. Learning Archived Course: ☐

**Approvals**

SDA Name	Staff ID	Type	Specific Funding	Status	Start Date	End Date	Changes Confirmed
ALL	KOGALVIN	Workforce		Approved	05/05/2014	05/05/2015	Com
Berkshire	MOSESBAT	ITA		No Action	07/30/2013	06/24/2015	Com
Berkshire	MOSESBAT	ITA		Pending Provider	02/04/2015	06/30/2015	
Berkshire	MOSESBAT	ITA		No Action	12/20/2012	08/30/2015	Com

To see Comments, click the "Com" button. ☐ Show all approval records ☒ Show approvals within one year

OK Cancel

**New Status – Pending Provider Approval**



## Auto Credentialling Inactivated, now must be manually entered

Job Seeker Membership (Haven, Bonnie)

Haven, Bonnie SSN: 999-01-0001 ID:12435623 JQ PE \$ F Notes

Basic | Full | Education | Work Experience | Events | Alerts | Case Plan/Youth ISS | Services | Special Programs | Survey

General | Employment | Administrative | Testing | Course/Activity | Youth Goals

**Services**

Actual Start Date	Completion Date	Staff ID	Course	Provider	Status	
03/19/15	06/18/15	CARMS	The Culinary Certificate Program	Cambridge School of Culinary Ar	Completed Satisf	<input type="button" value="Add"/>
03/19/15					Completed Satisf	<input type="button" value="Edit"/>
						<input type="button" value="Delete"/>
						<input type="button" value="Print SMARTT Voucher"/>
						<input type="button" value="Course Info"/>

**Completion of Credentialed Course**

?

The completion of this course leads to or results in an industry recognized certificate/degree.  
Would you like to add the attainment Outcome/Enhancement now?

General Services Detail

**Services Provided**

Service Date: 06/18/2015 ☐ Last Update Date: 00/00/0000

Career Center: Hurley/MOSES Unit Staff ID: TCART Hours: 0.0

Description:

Category: Outcomes / Enhancements Service Detail:

Note: Blue/Bold Service Details are Federal/OSCCAR Reportable Services  
Employment and Follow-Up Services are additionally reported on

- Attained : AA or AS Diploma/Degree (Certificate)
- Attained : BA or BS Diploma/Degree (Certificate)
- Attained : Occupational Skills Certificate (Certificate)
- Attained : Occupational Skills License (Certificate)
- Attained : Other Credential (Credential)
- Attained GED/HISET Equivalency (Certificate)
- Attained HS Diploma (Certificate)
- Attending Alternative School At Exit
- Attending Secondary School at Exit

**PARCC (Partnership for Assessment of Readiness for College and Careers) Test in Testing**  
(In Reading and Math Tests)

**Testing Services Detail**

**Services Provided**

Service Date: 12/18/2017 Last Update Date: 00/00/0000

Career Center: Hurley/MOSES Unit Staff ID: TCART Hours: 2.0

MADOE/USDOL Assessment ☐ Yes ☒ No

Description:

Category: Math Test Service Detail: PARCC (Partnership for Assessment of Readiness for College and Careers)

**Test Results**

Form: Level: Scale Score: 0 Score/Grade Level: 0.0 Test No. Test Date: 06/18/2015

Source: Results:

Occupation:

Test Language: English Educational Functioning Level:

Note: Blue/Bold Service Details are Federal/OSCCAR Reportable Services  
Employment and Follow-Up Services are additionally reported on

OK Cancel

**Testing Services Detail**

**Services Provided**

Service Date: 12/18/2017 Last Update Date: 00/00/0000

Career Center: Hurley/MOSES Unit Staff ID: TCART Hours: 2.0

MADOE/USDOL Assessment ☐ Yes ☒ No

Description:

Category: Reading Test Service Detail: PARCC (Partnership for Assessment of Readiness for College and Careers)

**Test Results**

Form: Level: Scale Score: 0 Score/Grade Level: 0.0 Test No. Test Date: 06/18/2015

Source: Results:

Occupation:

Test Language: English Educational Functioning Level:

Note: Blue/Bold Service Details are Federal/OSCCAR Reportable Services  
Employment and Follow-Up Services are additionally reported on

OK Cancel

## Added New Zip Codes

29588 Myrtle Beach, South Carolina

Job Seeker Membership (Haven, Bonnie)

Haven, Bonnie SSN: 999-01-0003 ID:12435624

Basic | Full | Education | Work Experience | Events | Alerts | Case Plan/Youth ISS | Services | Special Programs | Survey

**General Information**

First Name: Bonnie Middle Initial: ☐

Last Name: Haven Gender: ☐ Male ☒ Female

Date of Birth: 01/01/1980 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: 06/18/2015

Program Name	Apply Program Status	History
Job Match	<input checked="" type="checkbox"/> Info. Complete - On	
Program Eligibility	<input checked="" type="checkbox"/> Info. Complete - On	
Case Management	<input type="checkbox"/>	

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

**Residence Address** Mailing Address

**Address**

Address: 19 Stanford Street

Country: United States of America

Zip: 29588 City: Myrtle Beach

State: South Carolina

☐ Enterprise ☐ Empowerment ☐ Renewal

☐ Address Not Available ☐ Mailing Address different

Confidential: ☐ Yes ☒ No HITG Confidential: ☐ Yes ☒ No

**Contact**

Home Phone: ( ) - Email: xiaobaohappy@gmail.com

Other Phone: ( ) - Cell: ☐

Web Address: ☐ Prefers Email: ☐

**Special Accommodations**

Trade Eligibility Match Criteria Run Match Eligibility Criteria OK Cancel

89081 North Las Vegas, Nevada

Job Seeker Membership (Job, Anita)

Job, Anita SSN: 911-04-0002 ID:12435803

Basic | Full | Education | Work Experience | Events | Alerts | Case Plan/Youth ISS | Services | Special Programs | Survey

**General Information**

First Name: Anita Middle Initial: ☐

Last Name: Job Gender: ☐ Male ☒ Female

Date of Birth: 01/01/1980 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**

Program Name	Apply Program Status	History
Job Match	<input type="checkbox"/>	
Program Eligibility	<input type="checkbox"/>	
Case Management	<input type="checkbox"/>	

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

**Residence Address** Mailing Address

**Address**

Address: 10 Beach Road

Country: United States of America

Zip: 89081 City: North Las Vegas

State: Nevada

☐ Enterprise ☐ Empowerment ☐ Renewal

☐ Address Not Available ☐ Mailing Address different

Confidential: ☐ Yes ☒ No HITG Confidential: ☐ Yes ☒ No

**Contact**

Home Phone: ( ) - Email:

Other Phone: ( ) -

Web Address:  Prefers Email: ☐

**Special Accommodations**

Trade Eligibility Match Criteria Run Match Eligibility Criteria OK Cancel

## Provider Information

**Accredited / Licensed** - *added Exempted*

Training Provider Information ( FINE Mortuary College )

**FINE Mortuary College** FEIN:04-3315930 ID:1013077 Notes

Basic | Additional Info | Section 30 | WTF | WTF-Continued | Industry | Approvals

**Training Provider Information**

Provider Name: FINE Mortuary College

Dept/Div:

D/B/A:

Subsidiary of a larger company: ☐ Do not Validate FEIN: ☐

**Training Provider Address**

Physical Address | Mailing Address

Street Address: 150 Kerry Place

Zip: 02062-

City: Norwood State: Massachusetts

Mailing Address Different? ☐

**Training Provider Details**

Web Address: <http://fine-ne.com> Type of Business Organization: Limited Partnership

Tax Identification # /FEIN: 04-3315930

MA State Vendor Code: 0433159300009

DET ID: 82631310

Accredited/Licensed: ☒ Yes ☐ No ☐ Exemptec

Provider/School License Number: 9999

Expiration Date: 12/31/2014 C

No. of Employees: 23

Annual Budget/Revenue: \$1,200,000.00

Year Began Operation: 06/1996

Average Number of Students per teacher: 10

**Type of School or Organization**

Available		Selected
2 Year Public School	>>	2 Year Private School
4 Year Private School		Voc/Tech School
4 Year Public School	<<	

Permanent Employees: 5

Temporary Employees: 18

Accredited/Licensing Agency: MA Board of Higher Education

Authorized Signature: ☐

Courses OK Cancel