EXHIBIT 1B
WORK PROCESS FOR DATA VALIDATION AND QUALITY ASSURANCE
AT
PROGRAM PARTICIPATION

The flowchart below details the processes for the periodic Data Quality Assurance Check at participation and eligibility determination and the duration of program participation leading to program exit and the follow-up period.   It will also be used for quarterly data element validation reviews.

- All applicable data elements listed in the Data Review Checklist is subject for review during participation in a WIOA program.

DATA REVIEW CHECKLIST

PASS

- Participant Record will be case noted on VOS that it passed all DV checks for the participation level service the review is conducted.

- Required Data Elements that fail will be preserved/frozen in the case file and the corrected source documents will be obtained and maintained in the file.
- The designated program staff conducting the review will provide training and TA to resolve the error.

FAIL