

July 27, 2001

DIRECTIVE: PRH CHANGE NOTICE NO. 01-01
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TO: ALL JOB CORPS NATIONAL OFFICE SENIOR STAFF  
ALL JOB CORPS REGIONAL DIRECTORS  
ALL JOB CORPS CENTER DIRECTORS  
ALL JOB CORPS CENTER OPERATORS  
ALL NATIONAL TRAINING AND SUPPORT CONTRACTORS  
ALL OUTREACH, ADMISSIONS AND CDSS CONTRACTORS

FROM: RICHARD C. TRIGG  
National Director  
Office of Job Corps

SUBJECT: Update/Revision to PRH Chapter 5, Appendix 501 -  
PY 2001 Performance Management System:  
Appendix 501a, Center Report Card  
Appendix 501b, Outreach and Admissions Report Card  
Appendix 501c, Career Transition Services Report Card  
Appendix 501d, Vocational Training Report Card

1. Purpose. To transmit the PY 01 PRH-Chapter 5, Appendices 501a, 501b, 501c, and 501d, formerly Appendix 801. These Appendices contain the policies governing the Job Corps performance management system for centers, outreach and admissions contractors, career transition services contractors, and vocational training programs. It should be noted that the PY 01 performance goals, both national and model-based, are included in this policy, with the exception of model-based goals for 6 and 12-month earnings. These goals will be distributed to the field by January 2002. See the Introduction Section for further explanation regarding the transition to the 6 and 12-month measures.

2. Background. Job Corps utilizes a comprehensive performance management system to assign accountability for program goals and objectives, and to assess program effectiveness in achieving those goals and objectives. Collectively, the following five outcome measurement systems make up the performance management system and reflect accountability for all phases of students' experiences in Job Corps:

- ✓ Outreach and Admissions Report Card (formerly O/A OMS)

- ✓ Center Report Card (formerly center OMS)
- ✓ Center Quality Report Card (formerly center QMS [Quality Management System])
- ✓ Career Transition Services (CTS) Report Card (formerly POMS [Placement OMS])
- ✓ Vocational Training Report Card (formerly VES [Vocational Evaluation System])

The PY 2001 system is based on recommendations and analysis by the PY 01 Outcome Measurement System Workgroup, senior national office staff, and members of the Job Corps community. Reports reflecting PY 2001 performance will be retroactive to July 1, 2001.

3. Explanation of Change. PRH Chapter 5, Appendices 501a-d, has been revised to reflect requirements resulting from implementation of the Workforce Investment Act of 1998 (WIA) and program priorities such as the Career Development Services System (CDSS). As a result, the individual measurement systems are more closely aligned with each other to encourage collaboration in delivering quality services to students and to reflect shared responsibility for insuring positive outcomes.

4. Filing Instructions. Insert Appendix 501 into Chapter 5 of the new Policy and Requirements Handbook, issued on June 15, 2001. (Appendix 501 replaced Appendix 801 of the previous PRH.)

5. Effective Date. July 25, 2001

6. Action Required. All addressees must ensure that this Change Notice is distributed to all appropriate staff.

7. Inquiries. Direct any inquiries to Edna Primrose-Coates at (202) 693-3135; e-mail [ecoats@doleta.gov](mailto:ecoats@doleta.gov)

Attachments