

October 21, 2004

DIRECTIVE: JOB CORPS PROGRAM INSTRUCTION NO. 04-09

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 CTS CONTRACTORS

FROM: GRACE A. KILBANE
 National Director
 Office of Job Corps

SUBJECT: Job Corps Health Questionnaire (ETA 6-53)

1. Purpose. To announce the Office of Management and Budget's (OMB) clearance of the revised ETA 6-53.
2. Background. OMB requires that a periodic review of reporting forms be conducted. During a recent periodic review of forms, the ETA 6-53 form was reviewed by OMB and recently approved. Information on the ETA 6-53 form is collected by the Admissions Counselors (ACs) during the application process and forwarded to the centers. This enables the health staff to determine the health needs of the applicant. The revised ETA 6-53 form will be available in OASIS on October 18, 2004.
3. Explanation of Substantial Changes. The following are the major changes to the revised ETA 6-53 form with an explanation of each change:

Change	Explanation
Added "dentist" and "mental health professional" to question 8a	It is important to know if the student is under the care of such health professionals
Added question 8c	Needed to address the issue of non-adherence to prescribed medications

Added question 8f	To help prepare the student for support services
Language was added to questions 9c, 9d, 9f, and 9i	To simplify the language
Two new conditions were added: Attention Deficit Disorder and Learning Disorder	To identify appropriate students and provide necessary services and accommodations

4. Action. Addressees are to ensure that a copy of this Instruction is distributed to the appropriate staff. Effective October 18, 2004, ACs must use the revised ETA 6-53 form.

5. Expiration Date. Until superseded.

6. Inquiries. Direct any inquiries to Barbara Grove, RN, at (202) 693-3116, or email to grove.barbara@dol.gov.

Attachment