

November 21, 2016

DIRECTIVE:	JOB CORPS PROGRAM INSTRUCTION NOTICE NO. 16-23
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TO: ALL JOB CORPS NATIONAL OFFICE STAFF
ALL JOB CORPS REGIONAL OFFICE STAFF
ALL JOB CORPS CENTER DIRECTORS
ALL JOB CORPS CENTER OPERATORS
ALL NATIONAL TRAINING AND SUPPORT CONTRACTORS
ALL OUTREACH, ADMISSIONS, AND CTS CONTRACTORS

FROM: LENITA JACOBS-SIMMONS
National Director
Office of Job Corps

SUBJECT: Disability Program Compliance Assessment Guide

1. Purpose. To inform the Job Corps community of the Disability Program Compliance Assessment Guide release.
2. Background. Policy and Requirement Handbook (PRH) Change Notice 15-14 initiated independent, bi-annual Disability Program Compliance Assessments. The focus of this assessment is to evaluate each center's applicant file review process and Disability Program services in accordance with Federal laws and regulations, as well as PRH requirements. This guide was designed to support center staff with their preparation for Disability Program Compliance Assessments, as well as to ensure compliance with Federal disability laws and regulations, and Job Corps' PRH Sections 1.4 and 6.14 requirements.
3. Action. Addressees are to ensure this Program Instruction Notice is distributed to all appropriate staff.
4. Expiration Date. Until superseded.
5. Inquiries. Inquiries should be directed to Johnetta Davis at (202) 693-8010 or via e-mail at davis.johnetta@dol.gov.

Attachment

Disability Program Compliance Assessment Guide