

<b>Office of Workforce Investments Policy Draft</b>	
<b>Focus: <input checked="" type="checkbox"/> WIOA Title I <input type="checkbox"/> National DWG <input type="checkbox"/> State Grants <input type="checkbox"/> Other: [Define]</b>	
<b>Follow-Up Services Policy</b>	
First Draft: 4/23/2023	First Draft Comment Due: 5/8/2023
Draft Finalized for Public Comment: 5/19/2023	30 Day Comment Period: 5/19/2023 to 6/19/2023
Final Policy to Template: [    ]	Final Policy Posted: [    ]

**Overview**

This policy provides definition of appropriate follow-up services and when they are to be provided for Workforce Innovation and Opportunity Act (WIOA) Title I adults, dislocated workers, and youth.

**Policy Statement**

Adult and Dislocated Worker Program

Follow-up services must be made available for adults and dislocated worker participants who are placed in unsubsidized employment, for up to 12 months after the first day of employment.

Examples of follow-up services for adults and dislocated workers include:

- Career planning and workplace counseling;
- Assistance with job-retention or re-employment issues;
- Peer support groups;
- Referrals to community services and resources; and
- Information regarding educational opportunities available in the community.

Supportive services and training services are not allowed in WIOA adult and dislocated worker follow-up.

Contacting a participant to make appointments and secure performance-related data and information does not constitute follow-up services and should not be reported as such.

WIOA Youth Program

For youth participants, follow-up services must be offered for no less than 12 months after the completion of all WIOA enrollment activities. While in follow-up, all youth must be offered an opportunity to receive follow-up services that align with their individual service plans. Follow-up services may be provided beyond 12 months at the local board’s discretion.

Follow-up services may include regular contact with a youth participant’s employer, including assistance in addressing work-related problems that arise.

Examples of follow-up services for youth include:

- Supportive services;
- Adult mentoring;
- Financial literacy education;
- Services that provide labor market and employment information about in-demand local industry sectors or occupations (including career awareness, career counseling, and career exploration); and
- Preparatory activities for transitioning to post-secondary education and training.

Contacting a participant to make appointments and secure performance-related data and information does not constitute follow-up services and should not be reported as such.

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**Effective Date**

Upon implementation of registration and eligibility determination changes in the local Management Information System.

**Required Action**

Local areas must establish policies that define appropriate follow-up services and provide information as to when follow-up services are to be provided.

**Contact**

Questions are to be referred to [hecc.owi-workforce-policy@hecc.oregon.gov](mailto:hecc.owi-workforce-policy@hecc.oregon.gov)

**Attachments**

None.

**References**

- 20 CFR 678.430
- 20 CFR 680.150(c)
- 20 CFR 681.580
- Training and Employment Guidance Letter No. 19-16
- Training and Employment Guidance Letter No, 10-16, Change 1

