



TO: OhioMeansJobs Staff

FROM: Stephanie Robinson, Director
of Policy and Initiatives

Date: April 30, 2020

RE: WDBCO Interim Guidance on Standardized Testing

Please review the following guidance and procedures for temporarily administering standardized testing while Ohio has restricted travel to reduce the spread of COVID-19.

Standardized Testing

Standardized Testing is used to help identify employees or individuals who might benefit from either remedial or advanced training, or who are suitable for particular career development tracks. Additionally, assessments can be used to find out whether employees have mastered training materials. Federal guidelines state that assessment procedures to fulfill the accountability requirements of the Workforce Innovation and Opportunity Act (WIOA) must be valid, reliable, and appropriate.

Evaluate Appropriateness to Receive Training Services

Pursuant to section 134(c)(3)(A) of WIOA, training services may be provided to adults or dislocated workers who, after an interview, evaluation, or assessment and career planning, have been determined by WIOA staff or OhioMeansJobs center partner staff to:

- A. Be unlikely or unable to obtain or retain employment.
- B. Be in need of training services to obtain or retain employment.
- C. Have the skills and qualifications to successfully participate in the selected program of training services.
- D. Be unable to obtain grant assistance from other sources to pay the costs of such training or require WIOA assistance in addition to other sources of grant assistance.
- E. Be members of a worker group covered under a petition for Trade Adjustment Assistance (TAA) who are awaiting a determination.
- F. Be determined eligible and are members of a priority population if training services are provided through the WIOA adult program.
- G. Have selected a program of training services that is directly linked to a state in-demand occupation.

Interim Standardized Testing Procedures

Due to the travel restriction placed on the state of Ohio by Governor DeWine, Columbus City Schools will temporarily postpone access to Tests of Adult Basic Education (TABE). At this time, remote testing is not an option. As a result, the Workforce Development Board of Central Ohio will temporarily suspend TABE requirements for job seekers. To ensure that standardized testing procedures are to continue, OhioMeansJobs will temporary require that job seekers take an alternative assessment provided by a Training Provider if one is available.

In the event that a training provider does not offer a TABE replacement assessment, practice assessments provided on [OhioMeansJobs](http://OhioMeansJobs.com)'s website may be used to assist Talent Development Specialists in the determination of a participant's appropriateness for training services.

Monitoring

The state's monitoring system has been notified of this temporary guidance and will consider this flexibility during the annual onsite monitoring reviews.

Please contact srobinson@wdbco.org if you have questions regarding this guidance.

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Approved:

WDBCO President and CEO	WDBCO Director of Policy & Initiatives
<p>Signature:</p> 	<p>Signature:</p> 
<p>Title: Lisa Patt-McDaniel</p>	<p>Name: Stephanie Robinson</p>
<p>Title: President and CEO</p>	<p>Title: Director, Policy & Initiatives</p>
<p>Date: 4/30/20</p>	<p>Date: 4/30/20</p>