

## WorkSource Information Notice (WIN)

Workforce & Career Development Division

Policy-related |  Fiscal |  Performance |  Q&A |  Other

Number: WIN - 0044

Date: July 26, 2013

Expiration Date: N/A

**TO:** Workforce Development System Partners

**FROM:** Amy L. Smith, Director of Policy, Program Administration & Technical Assistance

**SUBJECT:** Veteran Status Validation and Documentation Requirements

### **Purpose:**

To clarify validation and documentation requirements regarding veteran status for Priority of Service, WIA 1-B Eligibility, and Data Element Validation (DEV).

### **Action Required:**

WDCs and their contractors, as well as Employment Security Regional Directors, should distribute this guidance broadly throughout the system to ensure that WorkSource System staff are familiar with the content and requirements.

To prevent additional validation issues, all staff must inform veterans at intake that they may be required to provide their DD-214 (or cross match with veteran's data or a VA letter) in order to receive certain services. Staff should review this WIN to develop an understanding of the disparate requirements.

### **Content:**

#### **Background:**

The Employment Security Department has identified data validation issues regarding the documentation of veteran status between VETS staff and WIA staff. These issues are a result of disparate requirements between veteran status for Priority of Service, WIA eligibility, and DEV. As a result of these disparate requirements, the state has a very high failure rate when it comes to documenting Veteran status with a DD-214 (or cross match with veteran's data or VA letter).

#### **Requirements:**

- Veterans Priority of Service Requirement: Verification of status for veterans and eligible spouses is not required in order to provide priority of service. "Qualified" programs do not have

to verify the status of an individual as a veteran or eligible spouse at the point of entry unless they immediately undergo eligibility determination and enrollment into the program and the applicable federal program rules (not priority of service regulations) require verification (20 CFR 1010.300(a), Jobs for Veterans Act (JVA), TEGL 10-09, State Policy #1009 Rev 1).

- WIA Programs Eligibility: A DD-214 is not required to prove the WIA enrollee is a veteran for the purposes of general program eligibility (i.e., a veteran can be enrolled in a WIA program without any documentation or record of veteran status).
- DEV Requirement: A DD-214 (or cross match with veteran's data or a VA letter) must be on file for every veteran receiving WIA Intensive or Training services (i.e., if veteran status is established/recorded in order to meet a specific program's verification requirement, documentation will be required for the purposes of DEV).

### **References:**

- 20 CFR 1010.300(a)
- Jobs for Veterans Act (JVA)
- TEGL [10-09](#) and [28-11](#)
- [TEGL 10-09 Attachment A](#)
- [State Policy 1009 Rev 1](#)
- [State Policy 1019](#)

### **Website:**

[http://www.wa.gov/esd/1stop/policies/state\\_guidance.htm](http://www.wa.gov/esd/1stop/policies/state_guidance.htm)

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