From: McKnight, Elise (ESD)
Sent: Friday, January 31, 2025
Subject: WPC DOL Reports' Webpage Announcement – Adult Barriers' TA Session Update (recording/FAQs available on WPC website)

Hello all,

I want to thank everyone, for the healthy positive conversation, during this DOL Adult Barriers' Quarterly Reporting Analysis (QRA) (aka PIRL Data Integrity (DI) Reports) TA session! It was definitely a proactive and constructive conversation! Thank you all for speaking up and sharing your questions, concerns, and feedback! 😊

I just wanted to let you know, for ***ETO Data Entry TA Support Session 7: DOL Adult Barriers' QRA Dashboard*** held on 1/28/2025, that the recording and FAQs, that came out of it, are now available on the WPC ***[DOL 7 WIOA Adult Barriers' Priority of Service QRA Dashboard](#)*** webpage.

This is the last of the seven ***ETO Data Entry TA Support Sessions***, and all recordings and FAQs have been posted and available, on each of the individualize WPC ***[Department of Labor (DOL) reports](#)*** webpages.

Please keep in mind that the Adult Barriers' ***[Functional Requirements Documentation](#)*** *(Step by step, on how to enter the data into ETO, for the dashboard) (Last Updated: 12/31/24)* goes in lock step together with the new Adult Barriers' TA Session recording, and they have extra valuable information included in them, of which were not necessarily spoken to in the Adult Barriers' TA Session.

And also keep in mind, that the Adult Barriers' ***[Business Requirements Documentation](#)*** *(DOL business definitions (DOL laws, regulations, and guidance), for the dashboard) (Last Updated: 12/31/24)* supports the Adult Barriers' ***[Functional Requirements Documentation](#)***, with the new ***1 to 1*** correlation of the two documents, that we explained in our Adult Barriers' TA Session.

The ***1 to 1*** correlation of the ***Business*** and ***Functional*** requirements applies to all of our WPC ***[Department of Labor (DOL) reports](#)*** dashboards.

- A suggestion is to use the ***Business Requirements*** as a table of contents, for the ***Functional Requirements***, starting with ***REQ 7***, on page 6, in both documents. The *requirements numbering sequence* is the same in both documents. The ***Business Requirements*** are more condensed and easier to identify which requirements need to be fulfilled.

   For both the Denominator and the Numerator, decipher/identify which ***Business Requirement,*** in which you are trying to fulfill, and then go to the ***Functional Requirements*** and fulfill it in ETO.

   – This QRA is about collecting Characteristics and Barriers, so please ensure that all those PIRL Data Element (DEs) are entered, in ETO, before an *Individualized* service is provided, of which is required for the job seeker to be in the Denominator. In short, fulfill the Numerator, before you fulfill the Denominator.

   – For both the Denominator and the Numerator, all of the *AND* clauses must be met.

   – For both the Denominator and the Numerator, the *OR* clauses are your list of options, and one of the options must be met.
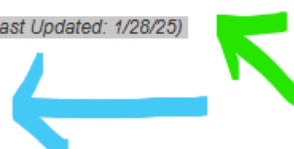
      ▪ Fulfill the appropriate *OR* clause.

Below is where all of your documents live on the WPC *DOL 7 WIOA Adult Barriers' Priority of Service QRA Dashboard* webpage.

Dashboard

- *DOL 7 WIOA Adult Barriers' Priority of Service QRA Dashboard*

Dashboard Supporting Documentation

- *Dashboard Instructions Documentation* (Directions on how to functionally use the dashboard) (Last Updated: 2/8/24)
- *Business Requirements Documentation* (DOL business definitions (DOL laws, regulations, and guidance), for the dashboard) (Last Updated: 1/28/25)
- *Functional Requirements Documentation* (Step by step, on how to enter the data into ETO, for the dashboard) (Last Updated: 1/28/25)
- *ETO Data Entry Technical Assistance (TA) Session Recording* (On 1/28/25 @ 9:00 – 11:00)
- *ETO Data Entry Technical Assistance (TA) Session FAQs* (On 1/28/25 @ 9:00 – 11:00) (Last Updated: 1/29/25)
- *Reporting Requirements Documentation* (Data definitions, for all of the data sets, for the dashboard) (Last Updated: 2/8/24)
- *Reporting Cohorts Requirements Documentation* (DOL Performance Reporting Cohorts definitions, for the dashboard) (Last Updated: 7/16/24)
- **Technical Requirements Documentation** (Technical definitions (Pseudo Code/PIRL Data Elements (DEs)), for the dashboard) COMING SOON
- *Known Incidents Documentation* (Known incidents for ETO & the PIRL script, and their governance stage, for the dashboard)) (Last Updated: 12/31/24)

This document meets the Americans with Disabilities Act (ADA) of 1990 accessible requirements, as defined and applied in Microsoft Office 365 products, so that the ADA accessible tools can use/read this document.

Thank you for all of your time and efforts! The DI team knows you all work very hard, in serving the best service delivery you can to our job seekers! We are here to help, in any way we can! 😊

If you have any questions, concerns, or feedback please reach out to me, or reach out to our DI team's distribution list (*ESDDLLMIRDataIntegrityTeam@esd.wa.gov*)!

Data Integrity (DI) team motto:

Planning, Organization, Standardization, Documentation, and the Maintenance of it all, leads to an efficient business process, of which leads to productivity, of which is timely and accurate! 😊