



Memo

To: Workforce Services Providers
From: SFW Adult Programs
Date: October 1, 2015
Re: Category 1 and 2 for Dislocated Workers

Category 1: Terminated, Laid off or Notified of Layoff; UC Eligible or Exhausted; Unlikely to Return.

Category 2: Terminated, Laid off or Notified of Layoff; Demonstrated Attachment to Workforce, but is not eligible for UC due to insufficient earnings or the employer is not covered under the state UC law and Unlikely to Return.

These categories require three (3) components to be proven before the applicant can be registered for the Dislocated Worker Program.

1. You must prove if the customer was Terminated, Laid Off or Notified of Layoff from their previous job or the job of dislocation. Acceptable documentation:
 - UCTC and JT12;
 - Layoff Notice;
 - Letter from Employer;
 - Telephone verification from Employer (Collateral Contact); or
 - Newspaper Article.
2. You must prove that the customer was UC Eligible or has Exhausted UC or Demonstrated Attachment to Workforce, But Not Eligible for UC Due To Insufficient Earnings or was Ineligible for UC Due To Job Not Covered under a State UC Law. Acceptable documentation:
 - UCTC and JT12;
 - Letter from Employer;
 - Pay Stubs – Represent Six (6) Months of Employment; or
 - Telephone verification with the UC office (Collateral Contact).
3. You must prove that the customer is Unlikely to Return to Previous Industry or Occupation. Acceptable documentation:
 - I. Labor Market analysis that shows no growth or decline in industry or occupation; or
 - II. If Labor Market analysis shows growth or increase in job openings:
 - a. Profile Re-Employment Program (PREP) or Reemployment and Eligibility Assessment (REA); or
 - b. Applicant can conduct job search in EFM by ONET code of their job of dislocation at least 3 (three) job searches. Job searches must be conducted within 7 (seven) days prior to WIOA enrollment; or



- c. Applicant can provide a completed self-job search form indicating that no positions were available in the job of dislocation with at least 5 (five) job contacts with the same or descriptive job title as the job of dislocation. Job searches must be conducted within 7 (seven) days prior to WIOA enrollment; or
- III. Lack of skills or certification, which can be determined through the O'NET, assessment, resume, work history and/or job requirements; or
- IV. Contact with separating Employer indicating reason for unlikely to return to previous industry or occupation (Collateral Contact); or
- V. Medical problem or disability that prevents the jobseeker from returning to previous industry or occupation; or
- VI. Committed a criminal offense that prevents the jobseeker from returning to previous industry or occupation.

Should you have any questions/concerns, please feel free to contact Edna Smith at (305)594-7615 ext 233 or edna.smith@careersourcesfl.com.