

## Data Integrity Report Analysis by Quarter

### Quarterly Importance

**R** = Required data elements for state and federal reporting: CA Payment Points (PP), NRS Federal Tables (FT), and NRS Core Performance Measures Follow-Up (CP)

**D** = Important for NRS Data Quality Standards Reliability and Validity

Area of Focus	Item	1 <sup>st</sup> Q	2 <sup>nd</sup> Q	3 <sup>rd</sup> Q	4 <sup>th</sup> Q
	<b>Summary</b>				
FT/PP/CP	Total WIA Title II Learners	R	R	R	R
FT/PP/CP	Total concurrent learners in WIA Title II programs	R	R	R	R
FT/PP/CP	Total Learners eligible for WIA Title II	R	R	R	R
	<b>Items (Learners eligible for WIA Title II)</b>				
FT/PP/CP	1. Missing Birthdate or outside 16-110	R	R	R	R
FT/PP/CP	2. Less than 12 Hours of Instruction			R	R
FT/PP/CP	a. Zero or Empty Hours of Instruction on Update Record	R	R	R	R
FT/PP/CP	b. Total hours between 1-11 hours			D	D
FT/CP	3. No Highest Year of School/Degree Earned	R	R	R	R
FT/CP	a. No Highest Year of School	R	R	R	R
FT/CP	b. No Highest Degree Earned	R	R	R	R
FT/CP	c. Learners marked Degree or Diploma Earned but no Years of Schooling	D	D	D	D
FT/CP	d. Degree earned marked as outside U.S., but not Highest Year of School	D	D	D	D
FT	4. No Gender	R	R	R	R
FT	5. No Race/Ethnicity	R	R	R	R
FT/CP	6. Total Reported Labor Force Status	R	R	R	R
FT/CP	a. Total 'Employed'	R	R	R	R
FT/CP	b. Total 'Unemployed'	R	R	R	R
FT/CP	c. Total 'Not employed not seeking work'	D	D	D	D

Area of Focus	Item	1 <sup>st</sup> Q	2 <sup>nd</sup> Q	3 <sup>rd</sup> Q	4 <sup>th</sup> Q
FT/CP	d. Total 'Retired'	D	D	D	D
FT/CP	e. Total missing Labor Force Status	R	R	R	R
FT/CP/PP	7a. No Entry Record (Missing Program Enrollment)	R	R	R	R
FT/CP/PP	7b. No Update (Missing Follow-up Outcomes)			R	R
FT/CP/PP	8. No Pretest		R	R	R
FT/CP/PP	9. No Post-Test	R	R	R	R
FT	10. No Valid Paired Tests (Federal Table 4 and 4B only)	R	R	R	R
FT/CP	11a. Total eligible for NRS core performance follow-up cohorts	R	R	R	R
FT/CP	11b. Total eligible for NRS core performance follow-up cohorts but did not 'Exit program'			D	D
	12a. Number eligible for Enter employment cohort	R	R	R	R
FT/CP	12b. Eligible for Enter employment but did not exit program			D	D
FT/CP	13a. Number eligible for Retain employment cohort	R	R	R	R
	13b. Eligible for Retain employment but did not exit program			D	D
FT/CP	14a. Number eligible for GED/high school diploma cohort	R	R	R	R
	14b. Eligible for GED/high school diploma but did not exit program			D	D
FT/CP	14c. Qualified for high school diploma cohort with a pretest of 246+	R	R	R	R
FT/CP	14d. Qualified with self-selected level of ASE High	R	R	R	R
FT/CP	14e. Qualified for high school diploma cohort but scored lower than 236 on all CASAS tests	D	D	D	D
FT/CP	14f. Enrolled in HSD program but did not qualify for high school diploma cohort	D	D	D	D
FT/CP	15a. Number eligible for Post-secondary cohort	R	R	R	R
FT/CP	15b. Eligible for post-secondary but did not exit program			D	D
FT/CP	15c. Qualified with highest degree earned = GED, high school diploma, or some college, no degree	R	R	R	R
FT/CP	15d. Qualified with Passed GED or Earned high school diploma on Update Record	R	R	R	R
FT/CP	15e. Qualified with enrollment in designated Transitions class	R	R	R	R

<b>Area of Focus</b>	<b>Item</b>	<b>1<sup>st</sup> Q</b>	<b>2<sup>nd</sup> Q</b>	<b>3<sup>rd</sup> Q</b>	<b>4<sup>th</sup> Q</b>
FT/CP	16. Passed GED or high school diploma on Update Record but did not place in any core performance cohort	D	D	D	D
FT	17. No Primary Goal	D	D	D	D
FT	18. No Secondary Goal	D	D	D	D
FT/CP	19. Total Status Updates			R	R
FT/CP	19a. Total "Retained in Program"			D	D
FT/CP	19b. Total "Left Program"			D	D
FT/CP	19c. Total "No show"			D	D
FT/CP	19d. Total Missing Update Status			R	R
FT	20. Work-based Project	R	R	R	R
FT/PP	21. Learners with a pretest in the conservative estimate range	R	R	R	R
FT/PP	22. Learners with a pre-/post-test pair but less than 40 hours of instruction			R	R

## Notes for Data Integrity Report

Area of Focus	Item	Notes
<b>Summary Totals</b>		
FT/PP/CP	Total WIA Learners	Summarizes all ABE, ESL, and ASE learners with any activity in the selected date range
FT/PP/CP	Total concurrent learners in WIA II programs	Identifies learners not eligible for WIA II; cannot use WIA II funds for concurrently enrolled K-12
FT/PP/CP	Total Learners eligible for WIA Title II	Summarizes all ABE, ESL, and ASE learners that are eligible for WIA II funds
<b>Items</b>		
<i>Item Count = Number of occurrences</i>		
<i>Item Percent = Percentages using total entry records as denominator</i>		
FT/PP/CP	1. Missing Birthdate or outside 16-110	Federal minimum age requirement = 16. Birth Date required for Federal Tables 2-3.
FT/PP/CP	2. Less than 12 Hours of Instruction	Federal minimum instructional hours requirements
FT/PP/CP	a. Zero or Empty Hours of Instruction on Update Record	Identifies learners who will be dropped due to missing or incomplete data—learners need at least 12 hours.
FT/PP/CP	b. Total hours between 1-11 hours	Identifies learners who will be dropped due to missing or incomplete data—learners need at least 12 hours.
FT/CP	3. No Highest Year of School/Degree Earned	Required fields for Federal Table 6 Qualifying criteria for Enter Post-secondary follow-up cohort
FT/CP	a. No Highest Year of School	Required for Federal Table 6 Qualifying criteria for Enter Post-secondary follow-up cohort
FT/CP	b. No Highest Degree Earned	Required for Federal Table 6 Qualifying criteria for Enter Post-secondary follow-up cohort
FT/CP	c. Learners marked Degree or Diploma Earned but no Years of Schooling	Potential mismatch—learner earning diploma/degree should have some years of schooling

<b>Area of Focus</b>	<b>Item</b>	<b>Notes</b>
FT/CP	d. Degree earned marked as outside U.S., but not Highest Year of School	Potential mismatch—learner earning diploma/degree should have some years of schooling
FT	4. No Gender	Required for Federal Tables 1-2
FT	5. No Race/Ethnicity	Required for Federal Tables 1-2
FT/CP	6. Total Reported Labor Force Status	Includes qualifying criteria for Enter Employment and Retain Employment follow-up cohorts
FT/CP	a. Total 'Employed'	Qualifying criteria for Enter Employment and Retain Employment follow-up cohorts
FT/CP	b. Total 'Unemployed'	Qualifying criteria for Enter Employment and Retain Employment follow-up cohorts
FT/CP	c. Total 'Not employed not seeking work'	Labor force status must be employed or unemployed to qualify for cohort. Potentially indicates mismarked field.
FT/CP	d. Total 'Retired'	Labor force status must be employed or unemployed to qualify for cohort. Potentially indicates mismarked field.
FT/CP	e. Total missing Labor Force Status	Required for Federal Tables 5-6, including qualifying criteria for Enter Employment and Retain Employment cohorts.
FT/CP/PP	7a. No Entry Record (Missing Program Enrollment)	State and federal guidelines require Entry Records for all learners upon enrollment in any WIA II program
FT/CP/PP	7b. No Update (Missing Follow-up Outcomes)	State and federal guidelines require follow-up outcomes for all learners with 12 or more hours of instruction.
FT/CP/PP	8. No Pretest	Need pretest score to properly place learner in an educational functioning level (EFL) for Federal Tables 4-4B
FT/CP/PP	9. No Post-Test	Cannot compute learning gains or complete EFL on Federal Tables 4-4B without pre/post pair
FT	10. No Valid Paired Tests (Federal Table 4 and 4B only)	Same issues as items #8-9, but only pertinent to Federal Tables, where some learners may have "valid pairs" by completing a pretest and earning their HS Diploma or GED.
FT/CP	11a. Total eligible for NRS core performance follow-up cohorts	Learners eligible for Enter Employment, Retain Employment, Obtain Secondary, or Enter Post-secondary.

Area of Focus	Item	Notes
FT/CP	11b. Total eligible for NRS core performance follow-up cohorts but did not 'Exit program'	Update field 7 Status must = Left program for learner to qualify for core performance/Federal Table 5.
FT/CP	12a. Number eligible for Enter employment cohort	Learners who are not employed at time of entry but are in the labor force and who exit during the program year.
FT/CP	12b. Eligible for Enter employment but did not exit program	See 11b above. Update field 7 Status must = Left program for learner to qualify for core performance/Federal Table 5.
FT/CP	13a. Number eligible for Retain employment cohort	Learners employed at entry who exit during the program year; or, who were not employed at time of entry, but are employed by the first quarter after exit quarter.
FT/CP	13b. Eligible for Retain employment but did not exit program	See 11b above. Update field 7 Status must = Left program for learner to qualify for core performance/Federal Table 5.
FT/CP	14a. Number eligible for Obtain Secondary cohort	Learners who a) take all five GED tests and exit during the program year, or b) are enrolled in an adult high school instructional program, place into the ASE high level, and exit during the program year. <i>This figure may be misleading as it does not include all variables used in GED data match.</i>
FT/CP	14b. Eligible for Obtain Secondary but did not exit program	See 11b above. Update field 7 Status must = Left program for learner to qualify for core performance/Federal Table 5.
FT/CP	14c. Qualified for high school diploma with a pretest of 246+	Learners who pretest 246 or higher qualify for the Obtain Secondary cohort
FT/CP	14d. Qualified for high school diploma with self-selected level of ASE High	High school learners at the 11 <sup>th</sup> or 12 <sup>th</sup> grade level qualify for the Obtain Secondary cohort; agencies should mark ASE High on Entry field #18.
FT/CP	14e. Qualified for high school diploma cohort but scored lower than 236 on all CASAS tests	Identifies potential learners who qualify for Obtain Secondary, but who may not presently have the skills to earn a HS diploma.
FT/CP	14f. Enrolled in HSD program but did not qualify for high school diploma cohort	Identifies high school learners without the test score or credits necessary to qualify for the HS diploma cohort.

Area of Focus	Item	Notes
FT/CP	15a. Number eligible for Post-secondary cohort	Learners who a) hold a secondary credential at entry, b) earn a secondary credential while enrolled, or c) enroll in a class specifically designed for transitions.
FT/CP	15b. Eligible for post-secondary but did not exit program	See 11b above. Update field 7 Status must = Left program for learner to qualify for core performance/Federal Table 5.
FT/CP	15c. Qualified with highest degree earned = GED, high school diploma, or some college, no degree	Learners selecting highest degree earned in these areas potentially qualify for the post-secondary cohort.
FT/CP	15d. Qualified with Passed GED or Earned high school diploma on Update Record	Learners who earn the GED or HS diploma while enrolled potentially qualify for the post-secondary cohort.
FT/CP	15e. Qualified with enrollment in designated Transitions class	Learners who enroll in a designated Transitions class potentially qualify for the post-secondary cohort.
FT/CP	16. Passed GED or high school diploma on Update Record but did not place in any core performance cohort	Identifies learners who achieved the outcome but did not qualify for core performance.
FT	17. No Primary Goal	Learner goals no longer required for Federal Table 5, but still essential to good instruction and an effective adult educational program.
FT	18. No Secondary Goal	Learner goals no longer required for Federal Table 5, but still essential to good instruction and an effective adult educational program.
FT/CP	19. Total Reported Status Updates	Mandatory qualifying criteria for all four core follow-up cohorts is "left program"
FT/CP	19a. Total "Retained in Program"	Mandatory qualifying criteria for all four core follow-up cohorts is "left program"
FT/CP	19b. Total "Left Program"	Mandatory qualifying criteria for all four core follow-up cohorts is "left program"
FT/CP	19c. Total "No show"	Mandatory qualifying criteria for all four core follow-up cohorts is "left program"

Area of Focus	Item	Notes
FT/CP	19d. Total Missing Update Status	Status is required for FT 5. Mandatory qualifying criteria for all four core follow-up cohorts is “left program”
FT	20. Goal--Work-based Project	Work-based project learners are ineligible for WIA II
FT/PP	21. Learners with a pretest in the conservative estimate range	Identifies pretests in the conservative estimate (◆ diamond score) range. These scores are valid for Federal Table 4 and CA Payment Points, but may not accurately represent the individual’s skill level. Large numbers or percentages may indicate need for adjustment in agency’s pre/post-testing practices.
FT/PP	22. Learners with a pre-/post-test pair but less than 40 hours of instruction	Federal requirement that all learners must have at least 40 hours of instruction between the pretest and the first post-test.