

Attachment C Use of Wage Records and Supplemental Data Sources

(This information is based on TEGL 7-99, the Core and Customer Satisfaction Measures document but also contains some refinements to the original document.)

Unemployment Insurance Wage Records

To the extent it is consistent with State law, the Unemployment Insurance (UI) wage records will be the primary data source for tracking entered employment, employment retention, earnings change/replacement, the employment portion of the credential rate for adults, dislocated workers, and older youth and the employment portion of the younger youth retention rate. In addition to UI wage records within a State, the Wage Record Interchange System (in the pilot stages at this time) and other State Employment Security Offices (to track UI wage records across States) are considered acceptable wage record sources. If individuals are not found in the UI wage record sources, States may use supplemental data sources for the entered employment, retention, credential and younger youth retention measures. However, the only data source that can be used for the earnings change/replacement measures is the UI wage records.

Supplemental Data Sources

While the majority of employment in a State's workforce is "covered" and will be in the UI wage records, certain types of employers and employees are excluded by Federal unemployment law standards or are not covered under a State's UI law. "Uncovered" employment typically includes Federal employment, postal service, military, railroad, out-of-state employment, self employment, some agricultural employment, and some employment where earnings are primarily based on commission. States have flexibility in methods used to obtain information on participants in "uncovered" employment. Examples include:

- 1) Case management, follow-up services, and surveys of participant to determine that the participant is employed and written documentation of that employment; or
- 2) Record sharing and/or automated record matching with other employment and administrative databases to determine and document employment consistent with applicable privacy laws. These databases may include:
 - Office of Personnel Management (Federal Career Service);
 - United States Postal Service;
 - Railroad Retirement System;
 - U.S. Department of Defense;
 - State Department of Revenue or Tax (State income tax for self-reported occupations); and
 - Government Employment Records (State government, local government, judicial employment, public school employment, etc.);

Most States will likely utilize case management, follow-up services, and surveys of participants to capture supplemental data. Some States already have record sharing and/or automated matching systems in place that they will be able to use to track "uncovered" employment. For States that do not have these systems in place, developing these relationships with State and Local agencies is encouraged. However, record sharing of Federal databases can best be coordinated on a national level rather than having each individual State contact these agencies. It is also possible for States to establish record sharing/matching agreements with agencies such as the State Corrections Department to determine whether individuals are incarcerated and should be excluded from the measures. Even though record sharing is an efficient and reliable data source, many of these agencies may only provide data annually so that it would not be available for quarterly reporting.

Computer records from automated UI wage record matching are considered valid written records and may be used in calculating performance on the earnings measures. Also, please note that supplemental data must be recorded within 30 days after the individual was found missing in the wage record.