

# New Mexico Workforce Connection

Central Region



## Operational Policies No. OP- 424, Change 1

**Subject:** Individual Career Services Policy  
**Effective:** PY18 – 02-11-2019

### CITATIONS:

WIOA JOINT RULE 678.430 “What are Career Services?” (6)(8)

WIOA §203 (17) Workforce Preparation Activities

WIOA DOL RULE: 679.130 (g)(1) Enhanced digital literacy skills (as defined in §202 of the Museum and Library Services Act, 20 U.S.C. 9101)

### BACKGROUND:

Under the Workforce Investment Act (WIA), intensive services (under Section 134(d)(3)) were offered to Adults and Dislocated Worker through Intensive Service Agreements (ISA’s). Under WIOA this service will be updated with the following rulings:

The Workforce Innovation and Opportunity Act (WIOA) Joint Rule 678.430 “What are Career Services”, (6) provides short-term pre-vocational services including development of learning skills, interviewing skills, punctuality, personal maintenance skills, and professional conduct services to prepare individuals for unsubsidized employment or training. In addition, (8) workforce preparation activities are also included. Under WIOA §203 (17) “Workforce Preparation Activities” is defined as activities, programs, or services designed to help an individual acquire a combination of basic academic skills, critical thinking skills, digital literacy skills, and self-management skills, including competencies in utilizing resources, using information, working with others, understanding systems, and obtaining skills necessary for successful transition into and completion of postsecondary education or training, or employment.

### OBJECTIVE:

To replace Intensive Services under WIOA and update and establish an Individual Career Services (ICS) Policy for WIOA Adult and Dislocated Worker Service provider and participants.