

1199SEIU Training and Employment Funds

Managing the Transition Roadmap

Regional Job Banks and Placement Tracking --Downstate

WHO WE ARE

1199SEIU Training and Employment Funds

1

Largest healthcare industry partnership in the United States.

2

Cover education benefits for more than 250,000 workers and 600 employers across all healthcare sectors, including public & private hospitals, nursing homes, CBOs, clinics, home care agencies.

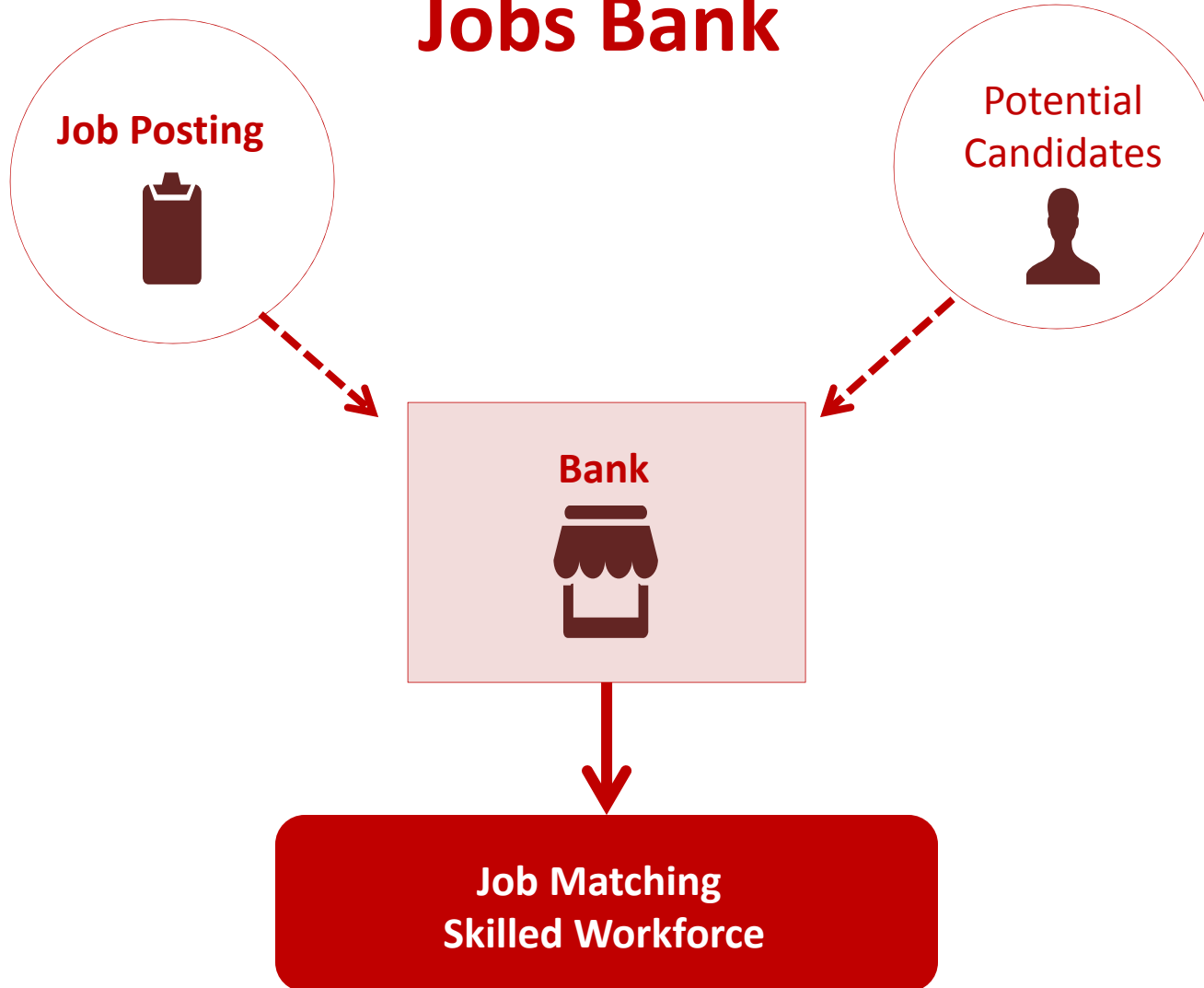
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Jointly governed by 1199SEIU United Healthcare Workers East healthcare employers.

DESCRIPTION OF OUR DSRIP SERVICES

- Workforce Consulting, Coordinating Workforce Development Services, Vetting Training Vendors
- Training/Upgrading; Training Clearinghouse
- Process Improvement and Labor-Management Relations
- Retraining, Redeployment and Employment Services
- Monitor workforce trends – job growth, new titles, new skills
- Evaluation of training for quality and efficacy
- Data Management - tracking and reporting on workforce issues required by the state

Jobs Bank



Jobs Bank

Meeting employment needs

Outreach

Interviewing

Assessment



Intake sessions conducted daily for applicants who passed resume and phone screen



We match applicants to competencies outlined on your vacancies



Take feedback regarding candidates to inform recruitment



Reporting: new hires; training; redeployment

JSF/EC CRIB SHEETS

Job Title: Medical Assistant

Job Grouping: Nursing Level II

Position Overview/Nature of the Work

- Perform administrative and clinical tasks that aid office staff and health care practitioners in daily operations. Duties include: answering telephones, greeting patients, updating and filing patient medical records, scheduling appointments, arranging hospital admissions, and some billing and bookkeeping tasks
- Clinical responsibilities include: taking medical histories, recording vital signs to patients, and providing assistance during exams
- The majority of medical assistants work in the offices of physicians and other practitioners, although a large number also work in hospitals

Minimum Mandatory Requirements

- 12 months experience as a medical assistant to include competency in taking EKGs is required. Time spent on an internship is not considered toward the 12 months requirement

Education

- HSD/GED
- Formal educational programs in medical assisting are offered in vocational-technical high schools, postsecondary vocational schools, community and junior colleges. The programs generally last one or two years, culminating in a certificate, diploma or associate's degree

Licensure

- NYS does not require medical assistants to be licensed

MOST WORKFORCE DEVELOPMENT GRANTS REQUIRE SIMILAR REPORTING

Grant Examples



- Displaced Healthcare Workers Grant
- Health Profession Opportunity Grant
- Health Worker Retraining Initiative

Grant Requirements



- Training Length
- Training Participants
- Pre & Post Training Job Title
- Pre & Post Training Wages

Sample Report

HEALTH WORKFORCE RETRAINING INITIATIVE YEAR 1 TRAINING OUTCOMES REPORT

<i>Quarterly Report Period Dates:</i>	
<i>Sponsor Name:</i>	
<i>Project Name:</i>	
<i>Region:</i>	
<i>Contract #:</i>	

		Qtr 1 Expected	Qtr 1 Actual	Qtr 2 Expected	Qtr 2 Actual	Qtr 3 Expected	Qtr 3 Actual	Qtr 4 Expected	Qtr 4 Actual
A	Continuing From Previous Quarter								
B	New Participants								
C	Total in Training at any time during the quarter (A + B)								
D	Withdrawn at any time during the quarter								
E	Completed Training at any time during the quarter								
F	Continuing to Next Quarter (C - D - E)								
Of those completed during the quarter (E) how many were:									
G	Placed in New Jobs (jobs trained for)								
	At Higher Salary								
	At Lesser or Equal Salary								
H	Returned to Existing Position								
	At Higher Salary								
	At Lesser or Equal Salary								
I	Other Total:								
	Reason 1:								
	Reason 2:								
	Reason 3:								

Participant Detail (not reported) Required to Compile Aggregate Reports

Community Health Work Training

Length: 12 Weeks				# of Hours: 15				
College Credits: 3				# of participants: 12				
Participant Name	ID	Completed	Pre-Title	Pre-Wage (hourly)	Fringe Rate	Post-Title	Post Wage (hourly)	Post Fringe Rate
Participant1	1234	Yes	Unemployed	0	0	CHW	24	24%
Participant 2	5678	Yes	Housekeeping	12	30%	CHW	24	24%

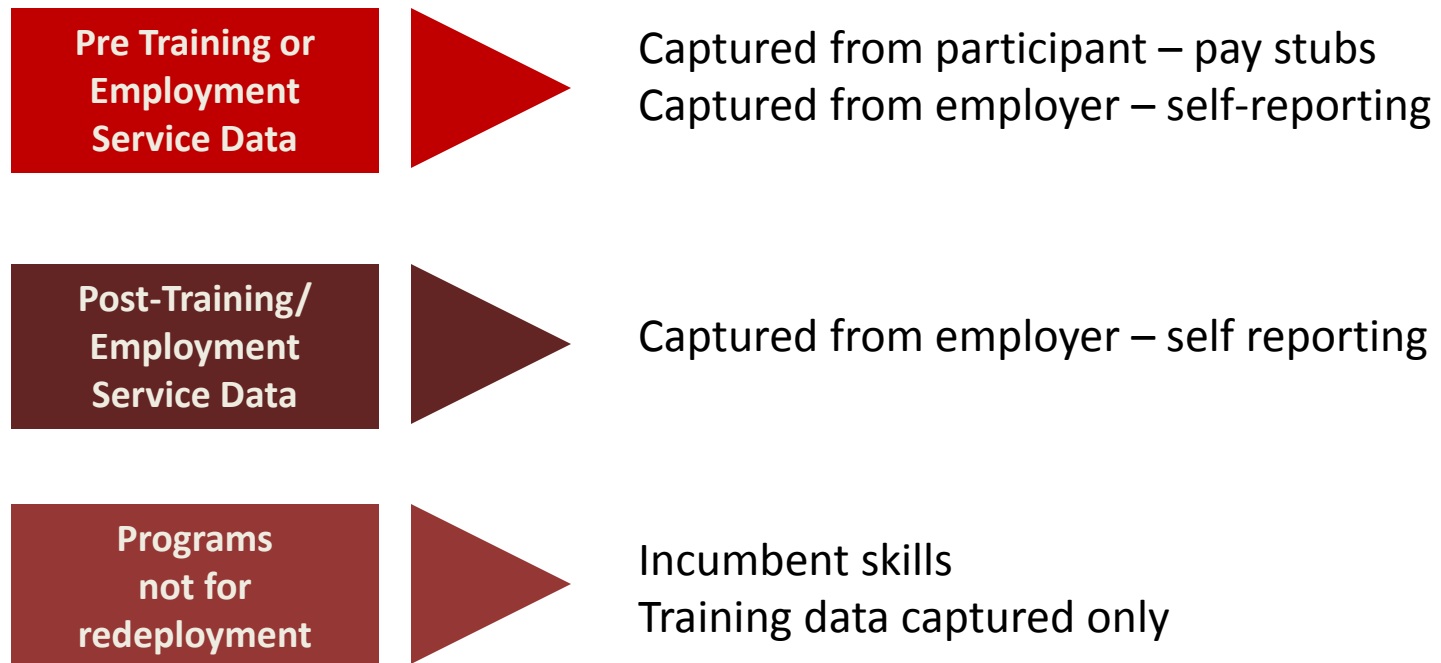
Data Elements (Participant Level)

- Service Type
- Training Name, Length, College Credit
- Service Type i.e. job placement/redeployment services
- New Hire
- At commencement of Training or Services
 - Employer Name/Sector
 - Wage and Fringe
 - Job Title
- At Completion of Service or Training
 - Employer Name/Sector
 - Job Title
 - New Wage and Fringe

Reporting Staff Impact Sample Data

Year	Facility Type (defined list)	Job Category (defined list)	New hires, #	Redeployed, #	Retrained, #	Other workforce change, #	Full placement (≥95% comp.), #	Partial placement (75% to 95% comp.), #	(<75% comp.), #
DY1	Inpatient	Nurse practitioners	6	14	3	3	2	12	0
		Registered nurses	17	83	24	10	15	68	0
DY1	Hospital Article 28 Outpatient Clinic	Nurse practitioners	2	3	3	6	1	2	0
		Registered nurses	4	16	5	3	5	11	0
			29	116	35	22	23	93	0

Tools for Capturing Placement Data





Records Management

**Aggregate information reported
(State's Report).**

**Retain internal participant data for
auditing.**



Questions