

**Workforce Innovation and Opportunity Act (WIOA)
Youth Program Contractors
Objective Assessment Guidance
10/9/18**

Objective Assessment – Definition:

A process that identifies service needs, academic levels, goals, interests, skill levels, abilities, aptitudes and supportive service needs, and measures barriers and strengths. It includes a review of basic and occupational skills, prior work experience, employability potential, and developmental needs. Assessments must also consider a youth's strengths rather than just focusing on areas that need improvement. The result of a youth assessment is having information to work with as you establish an appropriate individual service strategy. The objective assessment must include an assessment of basic skills and a career-related assessment that will help youth understand how a variety of their personal attributes affect their potential success and satisfaction with different career options and work environments.

Types of Objective Assessment Instruments:

1. Holland Code Assessment: <http://www.roguecc.edu/Counseling/HollandCodes/test.asp>

OR

2. Virginia Wizard Assessment: <https://www.vawizard.org/wizard/careersAssess>

AND

1. Test of Adult Basic Education (TABE)

VaWC Data Entry Instructions:

1. Open Activity 412 – Objective Assessment on the day the activity begins.
2. Close Activity 412 – Objective Assessment on the day the activity ends (may be on the same day as opening).
3. Enter a case note detailing the results of the Objective Assessment.

Physical File Documentation:

1. Assessment Results Printout
2. Copy of TABE assessment
3. Results of the assessments must be documented on the Individual Service Strategy (ISS)

Note: Youth Program Contractors are to be guided by this document in the delivery and documentation of objective assessment services for WIOA Youth Program participants. It is important that the basis on which the Objective Assessment was conducted and documented be clearly evident for the purposes of monitoring. Questions regarding this guidance document may be directed to Amanda Green, Youth Program Coordinator, at 757-314-2370 or agreen@oihr.org.