

## Work Services Activity Codes

<b>Core Work Activities</b>				
<b>Holiday</b>	<b>Excused Absence</b>	<b>Activity Code</b>	<b>Activity Title</b>	<b>Activity Description</b>
		WK	Paid Employment	Paid employment excluding self employment
		SE	Self Employment	For profit business venture where participant is owner
		SW	Seasonal Work	Paid employment in an industry that operates for only part of a year
		WS	Job Start	Subsidized employment (includes <i>Job Start</i> )
WH	WA	WX	Work Experience	Unpaid work with a private sector for profit employer
		OJ	On-The-Job Training	Paid employment where skills are learned by performing at a work site under the supervision of the employer. (includes <i>Youth Work Experience</i> )
JH	JA	J3	Structured Work Search	Caseworker guides client through employer contacts, resume writing, assessments, and interviewing skills (includes <i>Job Club</i> )
		X1	Contractual Work Search	Work Search Contractor guides client through employer contacts, assessments, resumes, & interviewing skills
		VC	Vocational Counseling	Employment counselor helps participants understand themselves in relation to a vocational situation
		B1	Substance Abuse	Receiving assessment and/or treatment for substance abuse
		B4	DV Counseling	Receiving domestic violence counseling
		B5	Mental Health	Receiving mental health assessment and/or treatment
		B6	Medical	Receiving medical (physical health) assessment and/or treatment
CH	CA	CW	Community Work Experience	Unpaid work that achieves a useful public purpose and contributes to the common good of the community (includes: Subsistence activities that contribute to the community's common good; court-mandated <i>Community Services</i> )
VH	VA	VE	Vocational Education	Organized educational program that prepares individuals for employment in current or emerging occupations that require training (may include college level education that is linked to a current or emerging occupation)
<b>Work Support Activities</b>				
<b>Holiday</b>	<b>Excused Absence</b>	<b>Activity Code</b>	<b>Activity Title</b>	<b>Activity Description</b>
PH	PA	P3	Job Skills Training	Short term Job Skills Training (may include college level education that is short-term and linked to a current or emerging occupation)
RH	RA	F3	English As A Second Language	English instruction to participants who lack the ability to speak English (if not coded as Voc Ed or JST)
		I1	Education Directly Related to Employment	Education
EH	EA	E6	GED Preparation and Basic Education, Adult	GED program or a program to improve basic reading, writing & math skills
		E5	GED Preparation, Teen Parent	A minor or teen parent in program that leads to a GED
		HS	High School Completion	A program that leads to a high school diploma
<b>Non-Countable Activities</b>				
<b>Holiday</b>	<b>Excused Absence</b>	<b>Activity Code</b>	<b>Activity Title</b>	<b>Activity Description</b>
		B3	Remediation of Other Barriers	Remediation of Other Barriers (not B1, B4, B5, B6 or B7)
		B7	SSI/SSDI	Application or appeal for SSI/SSDI benefits
		P1	Post Secondary Education	College level education (if not coded as Voc Ed or JST)
		NR	New Referral	New referral to work services: start date when DPA refers client to contractor for case management, end date when case manager engages client
		NP	Not Participating	Not currently participating in work activities
		S2	Gap in Participation	Approved temporary break in work activity