



UNITED STATES DEPARTMENT OF EDUCATION
OFFICE OF SPECIAL EDUCATION AND REHABILITATIVE SERVICES

Date: September 28, 2023
DCL-23-04

Dear Colleagues:

Through this Dear Colleague Letter (DCL-23-04), the Rehabilitation Services Administration (RSA) is transmitting a copy of the [revised Case Service Report \(RSA-911\)](#) for the State Vocational Rehabilitation (VR) Services and State Supported Employment Services programs. On September 25, 2023, the Office of Management and Budget (OMB) approved this information collection (OMB control number [1820-0508](#)) through September 30, 2026.



DCL-23-04.xlsx

Through DCL-23-04, RSA is also rescinding the frequently-asked questions document related to the RSA-911 issued August 8, 2016.

Implementation Timeline

This version of the RSA-911 becomes effective July 1, 2024, when VR agencies must begin collecting and reporting these data for program year (PY) 2024. VR agencies must continue to report RSA-911 data, in accordance with [PD-19-03](#), for the remainder of PY 2023. On August 15, 2024, RSA will have collected the fourth quarter RSA-911 reports for PY 2023 and RSA will rescind PD-19-03.

In accordance with 34 C.F.R. § 361.12, VR agencies must implement policies and procedures that ensure the proper and efficient administration of the VR program, including those necessary to carry out all functions for which the State is responsible under this program. So that each VR agency is able to collect and report on these data effective July 1, 2024, each VR agency's internal controls should ensure that its:

1. Data collection system is capable of capturing and reporting all the required Data Elements contained in DCL-23-04;
2. Staff have completed training necessary to ensure the collection and reporting of the required Data Elements; and
3. Internal control processes to ensure the accuracy and validity of the RSA-911 data have been implemented.

Use of RSA-911 Data

RSA uses the data collected through the RSA-911 to describe the performance of the VR and Supported Employment programs in the Annual Report to the Congress and the President as

required by Sections 13 and 101(a)(10) of the Rehabilitation Act of 1973 (Rehabilitation Act), as amended by the Workforce Innovation and Opportunity Act (WIOA). RSA also uses these data to assess the performance of the VR program through the calculation the WIOA performance indicators. In addition, RSA uses these data to support its other responsibilities under the Rehabilitation Act such as during the conduct of the annual reviews and monitoring of VR agencies required by section 107 of the Rehabilitation. Other important management activities, such as the provision of technical assistance, program planning, and budget development are greatly enhanced through the use of RSA-911 data. In addition, RSA uses RSA-911 data in the exchange of data with the Social Security Administration, as required by section 131 of the Rehabilitation Act, and the National Institute on Disability, Independent Living, and Rehabilitation Research within the U.S. Department of Health and Human Services. Finally, RSA-911 data is used widely by researchers for disability-related analyses and reports.

Submission Requirements

VR agencies must report RSA-911 data on a quarterly basis no later than 45 days after the end of each quarter in accordance with the following schedule:

1. Reporting Period: July 1-September 30
Report Due: November 15
2. Reporting Period: October 1-December 31
Report Due: February 15
3. Reporting Period: January 1-March 31
Report Due: May 15
4. Reporting Period: April 1-June 30
Report Due: August 15

So that a VR agency can be considered to have met the data submission requirement, the data must be submitted in accordance with the timeline above and be accurate.

Electronic Submission

VR agencies must submit RSA-911 quarterly reports through the Rehabilitation Service Administration Management Information System (RSAMIS) at rsa.ed.gov. Each VR Director is responsible for ensuring submission and certification of RSA-911 data. The VR Director may delegate this responsibility to another individual who is authorized to certify the data on behalf of the VR agency. Prior to the submission of the quarterly report, the VR Director or the individual formally delegated the authority to submit the quarterly report will be required to certify that the RSA-911 data are true, complete, and accurate, and the expenditures reported are for the purposes and objectives set forth in the terms and conditions of the Federal award.

Data Element Sequence

The RSA-911 Data Elements have been categorized to indicate the point in the VR or supported employment process when the data should be collected. The Data Elements are designed to collect information at that particular point (e.g., application, eligibility). By collecting and

reporting applicable data at the correct point in the VR process, VR agencies help to ensure data validity.

VR agencies must submit a comma delimited data file through the RSAMIS. Although some Data Elements may be left blank, a comma delimited space must be included for each Data Element in each submission. The Data Element number refers to the location of the reported response in the comma delimited text string (e.g., the second comma delimited position in the text file is the Program Year Quarter).

The RSA-911, issued in PD-19-03, included a total of 313 Data Elements. Through DCL-23-04, RSA has deleted four Data Elements and has added seven new Data Elements. As a result, the revised RSA-911 includes a total of 316 Data Elements. Because of these revisions, VR agencies report 98 Data Elements blank. For example, RSA deleted Data Element 77 (*Highest Elementary or Secondary School Grade Completed at Program Entry*) in DCL-23-04. Thus, VR agencies must leave Data Element 77 blank.

The seven new Data Elements are numbered 408 through 414. For example, RSA added Data Element 408 (*Eligibility Status*). For a complete list of revisions, please see Attachment I.

Data Element Types

Each Data Element has an associated type that serves as a guide for submitting valid values:

- VARCHAR n: Data can include any letters or numbers with a maximum length defined by “n.” All variable character (VARCHAR) Data Elements that require numbers use only positive numbers.
- DATE (YYYYMMDD): Data can include dates in the eight-digit format of year, month, and day. All dates reported on the RSA-911 must be in the format of (YYYYMMDD), where (YYYY) is year, (MM) is month and (DD) is day. For Year (YYYY), record the calendar year using all four digits of the year (e.g., 2019). For Month (MM), record the months using two digits (e.g., 01 for January). For Day (DD), record the day of the month using two digits. When the day is a single digit, add a "0" prefix (e.g., 04).
- Decimal n,x: Data can include a decimal number with a total of number of “n” digits, of which “x” can be after the decimal point.
- INT n: Data can include any integer (whole number) with a maximum length of integers as defined by “n.” All integers must be positive.

Reporting Requirements

RSA-911 Data Elements are mandated by the Rehabilitation Act. Applicable portions of the Rehabilitation Act explicitly or implicitly require specific Data Elements for the VR and Supported Employment programs. In addition, reporting requirements to support the performance accountability system under Section 116 of title I of WIOA are applicable to the VR program. Section 116 requires the reporting of data needed to calculate State performance on the primary indicators of performance for the core programs. In addition, States must report information on barriers to employment for participants under each of the core programs.

In accordance with 34 C.F.R. § 361.150(a)(1), for purposes of the VR program, an individual is a “participant” if he or she has an approved individualized plan for employment (IPE) and has begun receiving VR services. A “reportable individual,” in accordance with 34 C.F.R. § 361.150(b), is an individual who has taken action that demonstrates an intent to use program services and who meets specific program criteria for reporting, which may include the provision of identifying information, the use of a self-service system, or receipt of information-only services or activities. The following are considered reportable individuals for the VR program:

- Individuals who have applied for VR services, but have not yet met the definition of “participant;” and
- Students with disabilities receiving pre-employment transition services prior to applying and being determined eligible for VR services and having an approved IPE (e.g., the student does not meet the definition of a “participant”).

A key difference between a “participant” and “reportable individual,” for purposes of the common performance accountability system, is that only “participants” are included in performance calculations for determining levels of performance for the primary indicators of performance. Furthermore, there currently is no requirement for the collection and reporting of outcome data for reportable individuals. Only participants require six quarters of post-exit reporting.

Internal Controls

As stated earlier, in accordance with 34 C.F.R. § 361.12, VR agencies must implement policies and procedures that ensure the proper and efficient administration of the VR program, including those necessary to carry out all functions for which the State is responsible under this program. These methods must include procedures to ensure accurate data collection and financial accountability. It is incumbent on VR agencies to establish policies and procedures that ensure the accurate collection, retention, and timely reporting of all data. The Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance) (2 C.F.R. § 200.61) defines internal controls as: a process, implemented by a non-Federal entity, designed to provide reasonable assurance regarding the achievement of objectives in the following categories: Effectiveness and efficiency of operations; Reliability of reporting for internal and external use; and Compliance with applicable laws and regulations.

VR agencies must establish and maintain internal control processes necessary to ensure the State’s ability to meet the internal control requirements. RSA is responsible for the review and monitoring of VR agencies to determine whether a State is complying substantially with the provisions of the VR services portion of the Unified or Combined State Plan. The reliability and validity of RSA-911 data may be subject to desk review, monitoring, and/or audits. Sections 107(b) and (c) of the Act specify the remedies available to RSA if a State fails to satisfy Federal requirements governing the VR program, including requirements related to data reporting. States that do not meet the data reporting requirements may also face potential consequences resulting from audit findings stemming from Inspector General, State, or Single Audits.

Supporting Documentation

The requirements in 34 C.F.R. § 361.47 and 34 C.F.R. § 361.56, taken together, require VR agencies to maintain supporting documentation in an individual's case file, particularly regarding eligibility determinations, development of the IPE, VR services provided, and case closure. It is important to note that the use of a case management system does not remove the requirement for the VR agency to maintain either hard copies or scanned copies of required supporting documentation in the individual's service record. A case management system is merely a data entry process and it is susceptible to data entry errors.

On December 19, 2018, the Departments issued joint guidance titled, "Guidance for Validating Jointly Required Performance Data Submitted under WIOA" ([RSA-TAC-19-01](#)). This guidance provides States with a general framework for data validation. Specifically, the Departments developed the joint guidance pursuant to Section 116(d)(5) of WIOA, which requires the Departments to establish data validation guidelines to ensure the information contained in program reports is valid and reliable. VR agencies must develop data validation procedures consistent with these guidelines.

Participant Individual Record Layout (PIRL)

The PIRL is derived from the Joint Performance Information Collection Request and provides a standardized set of Data Elements, definitions, and reporting instructions that will be used to describe the characteristics, activities, and outcomes of WIOA participants. Under the PIRL, a "participant" for the purpose of the VR program is an individual who has an approved and signed IPE and has begun to receive services. VR agencies are required to collect participant information that corresponds with the Data Elements and descriptions delineated within the PIRL. Once collected, RSA will aggregate this information as specified in the WIOA Annual Statewide Performance Report Specifications, which details the common Data Elements and technical specifications necessary for calculation of the State and Local Area performance report elements that will be used in reporting across all core programs. Where there is a direct correlation between a PIRL Data Element and an RSA-911 Data Element, the PIRL Data Element number and name have been included. A list of the PIRL Data Elements and the methodology used to calculate them is posted on the U.S. Department of Labor's Employment and Training Administration's [website](#).

Case Service Records

The case service record documents the application for and/or provision of VR and supported employment services to individuals with disabilities, including the outcomes they achieve. An individual may have multiple records resulting from repeated involvement with the VR program. For example, an individual may receive pre-employment transition services and/or other VR services in secondary school and then years later apply for additional VR services. These two periods of participation in the VR program constitute separate records.

VR agencies are required to report data on open records on a quarterly basis. A record is opened either when an individual applies for VR services or, when a student with a disability begins

receiving pre-employment transition services. Application or receipt of pre-employment transition services initiate the quarterly reporting requirement for all individuals with an open record.

The case service record is considered closed when the individual has a *Date of Exit* and all of the required Data Elements, including the post-exit Data Elements, when required, have been reported. For a student with a disability who solely received pre-employment transition services and has not applied to receive other VR services, the record is closed when the individual no longer meets the definition of a student with a disability, as reported in RSA-911 Data Element 22 (*Student with a Disability*). Once a student with a disability receives a pre-employment transition service, the student must be reported on the RSA-911 even if the student is not receiving a pre-employment transition service in a quarter if the student meets the definition of a student with a disability.

However, if a student with a disability has applied and been determined eligible for VR services and has an approved and signed IPE, the student's case service record would be "closed" when the student satisfies the definition of "exit" at 34 CFR 361.150(c) because his or her record is closed pursuant to 34 CFR 361.43 or 361.56. At that time, the student would be considered to have exited the VR program for purposes of WIOA's performance accountability system as a participant.

For all other reportable individuals under the VR program, the individual will be determined to have "exited" the VR program as of the date reported in RSA-911 Data Element 353 (*Date of Exit*). Duplicate individual records will not be accepted. For example, records with the same *Social Security Number* and *Date of Application* would be considered a duplicate record. If an individual has multiple exits within the same program year, each exit must be reported and cannot overlap. For example, if an individual had more than one *Date of Application* in a quarter, the *Date of Exit* associated with the first application must be a date before the second *Date of Application*.

Unique Individuals

All data submitted for the same reporting period must be associated with a unique individual. Therefore, VR agencies must assign each individual a *Unique Identifier* that allows RSA to report an unduplicated count of individuals receiving services in accordance with the WIOA PIRL. RSA also uses the unique identifier to calculate a count of unique program participants for each State, which will be reported on the WIOA Annual Report. In addition, the unique identifier provides RSA a means to communicate with agencies regarding an individual without the exchange of Personally Identifiable Information (PII). RSA will use *Unique Identifier* and *Social Security Number* to identify a unique individual within the dataset. If an individual does not have a Social Security Number (SSN) or chooses not to provide an SSN, only the *Unique Identifier* is reported. An individual's SSN is reported only once to RSA with the *Unique Identifier*. After that, the *Unique Identifier* is the only Data Element reported with each quarterly report.

Edit Checks

RSA will periodically update its edit checks that detail, by Data Element, the edit checks required to ensure the integrity of data submissions and compliance with applicable statute, regulations, and policy guidance. RSA's edit checks describe constraints that must be satisfied by the data. Each data submission will be analyzed to determine whether the data is consistent with RSA's edit checks. Data submissions that fail to pass RSA's edit checks will be returned to the VR agency for correction and resubmission. Any corrections made must be consistent with the VR agency's case management system and the supporting documentation maintained by the VR agency. VR agencies are responsible for ensuring that any data submitted conforms to RSA's edit checks and data submission requirements. Compliance with RSA's edit checks is but one component of the VR agency's internal controls system necessary to ensure the integrity of RSA-911 data. VR agencies should not imply the correctness or completeness of data submissions from compliance with the RSA's edit checks alone.

RSA's edit checks will also be available for testing, through the RSAMIS, when RSA is not collecting RSA-911 quarterly reports as outlined above. RSA encourages VR agencies to test their RSA-911 quarterly reports during these timeframes.

Correction Procedures

Despite the rigorous internal controls VR agencies have implemented and continually refine related to collecting and reporting accurate RSA-911 data, RSA recognizes that VR agencies will occasionally report information that is incorrect. As a result, RSA has established three ways VR agencies may address them. When a VR agency identifies a reporting error and regardless of the specific correction procedure it uses to fix the error, RSA encourages the VR agency to reassess the effectiveness of its internal controls to inform whether they should be enhanced to avoid future errors in reporting.

1. Correct the error internally and report the corrected information on future RSA-911 reports within the Program Year's reporting period

Within the Program Year's reporting period, VR agencies may internally correct any Data Element, that does not identify the individual. In other words, VR agencies may update, without RSA's approval, any Data Element except the following four:

1. Data Element 5: Unique Identifier;
2. Data Element 6: Social Security Number;
3. Data Element 7: Date of Application; and
4. Data Element 96: Start Date of Pre-Employment Transition Services

Example: A VR counselor records an applicant's date of birth in the case management system and the agency reports this date to RSA on its Q1 report. However, in Q2, the VR agency discovers that the applicant was born on a different date. The VR agency may report the corrected date of birth on its Q2 report. In this example, RSA will use the birthdate reported in Q2 in the annual report calculations.

Data Elements 5, 6, 7, and 96 cannot be updated, in this way, because RSA uses these Data Elements to uniquely identify cases and track students with disabilities who receive pre-employment transition services. If a VR agency reports information that changes these Data Elements in future RSA-911 reports, RSA will consider this as a newly reported case. If the VR agency is aware that one or more of these Data Elements has changed for any reason (e.g., correction to a Social Security Number, merge that results in a Unique ID change, inaccurate date reported) then corrections must be made to the record on each of the previously reported reports in RSA’s database before the VR agency may report the corrected Unique ID, SSN, Date of Application, or Start Date of Pre-Employment Transition Services. In these instances, VR agencies must contact RSA to request a correction per the procedures outlined next.

2. Request a correction to Unique Identifier, Social Security Number, Date of Application, or Start Date of Pre-Employment Transition Services

VR agencies must request all corrections to Data Elements, 5, 6, 7, and 96 by sending a file to RSAData@ed.gov. The file must include, as appropriate, the following:

- Previously Reported Unique ID
- Revised Unique ID
- Previously Reported Application Date
- Revised Application Date
- Revised SSN
- Previously Reported Start Date of Pre-Employment Transition Services
- Revised Start Date of Pre-Employment Transition Services

VR agencies may submit a csv file or Excel file and must use the following format:

Previous Unique ID	Revised Unique ID	Previous Application Date	Revised Application Date	Revised SSN
ZZ0100004239	ZZ0100004240	11/05/2015	11/15/2015	999999999
ZZ0100004589		7/26/2016	7/26/2015	
ZZ0100012362	ZZ0100012372			
ZZ0200014876				555555555

Only the Data Elements requiring correction should be included in the file. If the VR agency is only correcting the Unique ID, the VR agency should not include values for Application Date, SSN, or Start Date of Pre-Employment Transition Services. SSNs should include all nine numbers without dashes. The csv or Excel file must be encrypted if it contains SSNs.

All corrections to Data Elements 5, 6, 7, and 96 must be submitted within 44 days after the quarter. In other words, RSA will not accept correction requests submitted on the 45th day when the quarterly report is due by 11:59PM Eastern. This change is necessary to ensure RSA is able to make corrections to the database in a timely manner and ensure all VR agencies meet the reporting deadline.

3. Request that RSA Disapprove an RSA-911 Report and Resubmit

Finally, VR agencies may request that RSA disapprove a submitted RSA-911 report so the VR agency may resubmit with corrected information. If a VR agency submits an RSA-911 report and later identifies that it reported widespread errors related to the WIOA performance indicators, it may be more effective to resubmit the report in its entirety. VR agencies may request that RSA disapprove a quarterly report by emailing RSAData@ed.gov. The email must include the following information:

- VR Agency Name;
- Program Year and Quarter
- Justification to resubmit quarterly report; and
- Summary of refinements the VR agency has made to its internal control to prevent incorrect reporting in the future.

If approved, RSA will inform the VR agency the date by which the VR agency must resubmit the quarterly report. RSA will only consider requests to disapprove quarterly reports and allow VR agencies to resubmit them if the request is made within the Program Year's reporting period. For example, if a VR agency requests to resubmit its Program Year 2024 Q1, Q2, Q3, or Q4 report before August 15, 2025 (when the Program Year 2024 reporting period concludes), RSA will consider the request. If a VR agency requests to resubmit a prior Program Year's quarterly report and the reporting period for that Program Year has concluded, RSA will not consider this request.

RSA reminds VR agencies that it must use the RSA-911 data submitted as of August 15, when the fourth quarter's reporting period concludes, to produce the [WIOA Annual Reports](#). As a result, RSA will not accept data corrections after August 15. RSA will review changes made to Data Elements and reserves the right to reject changes VR agencies propose for all Data Elements.

Inquiries

Please email any questions related to the [revised RSA-911](#) to RSA's Data Collection and Analysis Unit at RSAData@ed.gov.

Sincerely,

/s/

Carol L. Dobak
Deputy Commissioner,
delegated the authority to perform
the functions and duties of the Commissioner

Attachment

Attachment I: Summary of Revisions to Case Service Report (RSA-911)

Number	Data Element (DE) Name	Change
1	Program Year	No
2	Program Year Quarter	No
4	Agency Code	No
5	Unique Identifier	No
6	Social Security Number	Modified reporting instructions
7	Date of Application	Modified reporting instructions
8	Date of Birth	No
9	Gender	Modified DE name, code values and reporting instructions
10	American Indian/Alaska Native	Modified reporting instructions
11	Asian	Modified reporting instructions
12	Black/African American	Modified reporting instructions
13	Native Hawaiian/Other Pacific Islander	Modified reporting instructions
14	White	Modified reporting instructions
15	Ethnicity: Hispanic/Latino	Modified reporting instructions
16	Veteran	No
18	State Postal Code of Residence	No
19	County FIPS Code	No
20	ZIP Code	Modified reporting instructions
21	Source of Referral	No
394	Monthly Public Support at Application	No
395	Medical Insurance Coverage at Application	No
22	Student with a Disability	Modified reporting instructions
38	Date of Eligibility Determination	Modified reporting instructions
39	Date of Eligibility Determination Extension	Modified DE name and reporting instructions
408	Eligibility Status	New DE
40	Date of Placement on OOS Waiting List	Modified reporting instructions
41	Date of Exit from OOS Waiting List	Modified reporting instructions
42	Individual with a Disability	Modified reporting instructions
43	Primary Disability	No
44	Secondary Disability	No
45	Significance of Disability	Modified code values and reporting instructions
46	Start Date of Trial Work Experience	No
47	End Date of Trial Work Experience	No
399	Date of IPE Development Extension	Modified DE name and reporting instructions
398	Date of Initial IPE	Modified reporting instructions
49	Supported Employment Goal on Current IPE	Modified code values and reporting instructions
50	Employment at Initial IPE	Modified code values and reporting instructions
51	Primary Occupation at Initial IPE	Modified reporting instructions
52	Hourly Wage at Initial IPE	Modified reporting instructions
53	Hours Worked in a Week at Initial IPE	Modified reporting instructions
54	Adult	Modified Code Values
55	Adult Education	Modified Code Values
56	Dislocated Worker	Modified Code Values
57	Job Corps	Modified Code Values

Number	Data Element (DE) Name	Change
58	Vocational Rehabilitation	Modified code values and reporting instructions
59	Wagner-Peyser Employment Service	Modified Code Values
60	Youth	Modified Code Values
61	Youth Build	Modified data type, code values, and reporting instructions
62	Long-Term Unemployed	Modified Code Values
63	Exhausting TANF within 2 Years	Modified Code Values
64	Foster Care Youth	Modified code values and reporting instructions
65	Homeless Individual, Homeless Children and Youths, or Runaway Youth	Modified Code Values
66	Ex-Offender	Modified Code Values
67	Low Income	Modified Code Values
68	English Language Learner	Modified Code Values
69	Basic Skills Deficient/Low Levels of Literacy	Modified Code Values
70	Cultural Barriers	Modified Code Values
71	Single Parent	Modified Code Values
72	Displaced Homemaker	Modified Code Values
73	Migrant and Seasonal Farmworker	Modified code values and reporting instructions
74	State Definition for Age of Students with Disabilities	Modified reporting instructions
77	Highest Elementary or Secondary School Grade Completed at Program Entry	Deleted DE
78	Enrolled in Secondary Education Leading to Recognized Secondary Credential	Modified DE name, code values and reporting instructions
400	Enrolled in Secondary School Equivalency Program Leading to Recognized Secondary Credential	Modified DE name, code values and reporting instructions
79	Date Received Special Education Certificate of Completion	Deleted DE
81	Date Attained Secondary School Diploma during Program Participation	Modified DE name and reporting instructions
82	Date Attained Recognized Secondary School Equivalency during Program Participation	Modified DE name and reporting instructions
84	Enrolled in Postsecondary Education or Career or Technical Training Leading to Recognized Postsecondary Credential	Modified DE name, code values and reporting instructions
85	Date Enrolled During Program Participation in an Education or Training Program Leading to a Recognized Credential or Employment	Modified DE name and reporting instructions
401	Date Completed/Disenrolled During Program Participation in an Education or Training Program Leading to a Recognized Credential or Employment	Modified DE name and reporting instructions
86	Completed Some Postsecondary Education, No Degree or Certificate	Deleted DE
87	Date Attained Associate Degree	Modified reporting instructions
88	Date Attained Bachelor's Degree	Modified reporting instructions
89	Date Attained Master's Degree	Modified reporting instructions
90	Date Attained Graduate Degree	Modified reporting instructions

Number	Data Element (DE) Name	Change
93	Date Attained Vocational/Technical License	Modified reporting instructions
94	Date Attained Vocational/Technical Certificate or Certification	Modified reporting instructions
95	Date Attained Other Recognized Credential	Modified reporting instructions
96	Start Date of Pre-Employment Transition Services	Modified reporting instructions
97	Job Exploration Counseling, Service Provided by VR Agency Staff	No
98	Job Exploration Counseling, Service Provided through VR Agency Purchase	No
99	Job Exploration Counseling, Purchased Service Provider Type	No
100	Job Exploration Counseling, VR Program Expenditure for Purchased Service	No
103	Work Based Learning Experience, Service Provided by VR Agency Staff	No
104	Work Based Learning Experience, Service Provided through VR Agency Purchase	No
105	Work Based Learning Experience, Purchased Service Provider Type	No
106	Work Based Learning Experience, VR Program Expenditure for Purchased Service	No
109	Counseling on Enrollment Opportunities, Service Provided by VR Agency Staff	No
110	Counseling on Enrollment Opportunities, Service Provided through VR Agency Purchase	No
111	Counseling on Enrollment Opportunities, Purchased Service Provider Type	No
112	Counseling on Enrollment Opportunities, VR Program Expenditure for Purchased Service	No
115	Workplace Readiness Training, Service Provided by VR Agency Staff	No
116	Workplace Readiness Training, Service Provided through VR Agency Purchase	No
117	Workplace Readiness Training, Purchased Service Provider Type	No
118	Workplace Readiness Training, VR Program Expenditure for Purchased Service	No
121	Instruction in Self Advocacy, Service Provided by VR Agency Staff	No
122	Instruction in Self Advocacy, Service Provided through VR Agency Purchase	No
123	Instruction in Self Advocacy, Purchased Service Provider Type	No
124	Instruction in Self Advocacy, VR Program Expenditure for Purchased Service	No
127	Start Date of Initial VR Service on or after IPE	Modified reporting instructions

Number	Data Element (DE) Name	Change
128	Date of Most Recent Career Service	Deleted DE
130	Graduate College or University, Service Provided through VR Agency Purchase	Modified reporting instructions
131	Graduate College or University, Purchased Service Provider Type	No
132	Graduate College or University, Amount of VR Title I Funds Expended	Modified reporting instructions
134	Graduate College or University, Service Provided by Comparable Services and Benefits Providers	No
135	Graduate College or University, Comparable Service Provider Type	Modified reporting instructions
137	Four-Year College or University Training, Service Provided through VR Agency Purchase	Modified reporting instructions
138	Four-Year College or University Training, Purchased Service Provider Type	No
139	Four-Year College or University Training, Amount of VR Funds Expended for Service (Title I)	Modified reporting instructions
141	Four-Year College or University Training, Service Provided by Comparable Services and Benefits Providers	Modified reporting instructions
142	Four-Year College or University Training, Comparable Services and Benefits Provider Type	No
144	Junior or Community College Training, Service Provided through VR Agency Purchase	Modified reporting instructions
145	Junior or Community College Training, Purchased Service Provider Type	No
146	Junior or Community College Training, Amount of VR Funds Expended for Service (Title I)	Modified reporting instructions
148	Junior or Community College Training Service Provided by Comparable Services and Benefits Providers	Modified reporting instructions
149	Junior or Community College Training, Comparable Services and Benefits Provider Type	No
150	Occupational or Vocational Training, Service Provided by VR Agency Staff (in-house)	Modified reporting instructions
151	Occupational or Vocational Training, Service Provided through VR Agency Purchase	Modified reporting instructions
152	Occupational or Vocational Training, Purchased Service Provider Type	No
153	Occupational or Vocational Training, Amount of VR Funds Expended for Service (Title I)	No
155	Occupational or Vocational Training, Service Provided by Comparable Services and Benefits Providers	Modified reporting instructions

Number	Data Element (DE) Name	Change
156	Occupational or Vocational Training, Comparable Services and Benefits Provider Type	No
157	On The Job Training, Service Provided by VR Agency Staff (in-house)	Modified reporting instructions
158	On The Job Training, Service Provided through VR Agency Purchase	Modified reporting instructions
159	On The Job Training, Purchased Service Provider Type	No
160	On The Job Training, Amount of VR Funds Expended for Service (Title I)	No
162	On The Job Training, Service Provided by Comparable Services and Benefits Providers	Modified reporting instructions
163	On The Job Training, Comparable Services and Benefits Provider Type	No
164	Registered Apprenticeship Training, Service Provided through VR Agency Purchase	Modified reporting instructions
165	Registered Apprenticeship Training, Purchased Service Provider Type	No
166	Registered Apprenticeship Training, Amount of VR Funds Expended for Service (Title I)	No
168	Registered Apprenticeship Training, Service Provided by Comparable Services and Benefits Providers	Modified reporting instructions
169	Registered Apprenticeship Training, Comparable Services and Benefits Provider Type	No
170	Basic Academic Remedial or Literacy Training, Service Provided by VR Agency Staff (in-house)	Modified reporting instructions
171	Basic Academic Remedial or Literacy Training, Service Provided through VR Agency Purchase	Modified reporting instructions
172	Basic Academic Remedial or Literacy Training, Purchased Service Provider Type	No
173	Basic Academic Remedial or Literacy Training, Amount of VR Funds Expended for Service (Title I)	No
175	Basic Academic Remedial or Literacy Training, Service Provided by Comparable Services and Benefits Providers	Modified reporting instructions
176	Basic Academic Remedial or Literacy Training, Comparable Services and Benefits Provider Type	No
177	Job Readiness Training, Service, Provided by VR Agency Staff (in-house)	Modified reporting instructions
178	Job Readiness Training, Service Provided through VR Agency Purchase	Modified reporting instructions
179	Job Readiness Training, Service, Purchased Service Provider Type	No

Number	Data Element (DE) Name	Change
180	Job Readiness Training, Service, Amount of VR Funds Expended for Service (Title I)	No
182	Job Readiness Training, Service Provided by Comparable Services and Benefits Providers	Modified reporting instructions
183	Job Readiness Training, Comparable Services and Benefits Provider Type	No
184	Disability Related Skills Training, Service Provided by VR Agency Staff (in-house)	Modified reporting instructions
185	Disability Related Skills Training, Service Provided through VR Agency Purchase	Modified reporting instructions
186	Disability Related Skills Training, Purchased Service Provider Type	No
187	Disability Related Skills Training, Amount of VR Funds Expended for Service (Title I)	No
189	Disability Related Skills Training, Service Provided by Comparable Services and Benefits Providers	Modified reporting instructions
190	Disability Related Skills Training, Comparable Services and Benefits Provider Type	No
191	Miscellaneous Training, Service Provided by VR Agency Staff (in-house)	Modified reporting instructions
192	Miscellaneous Training, Service Provided through VR Agency Purchase	Modified reporting instructions
193	Miscellaneous Training, Purchased Service Provider Type	No
194	Miscellaneous Training, Amount of VR Funds Expended for Service (Title I)	No
196	Miscellaneous Training, Service Provided by Comparable Services and Benefits Providers	Modified reporting instructions
197	Miscellaneous Training, Comparable Services and Benefits Provider Type	No
198	Randolph-Sheppard Entrepreneurial Training, Service Provided by VR Agency Staff (in-house)	Modified reporting instructions
199	Randolph-Sheppard Entrepreneurial Training, Service Provided through VR Agency Purchase	Modified reporting instructions
200	Randolph-Sheppard Entrepreneurial Training, Purchased Service Provider Type	No
201	Randolph-Sheppard Entrepreneurial Training, Amount of VR Funds Expended for Service (Title I)	No
203	Randolph-Sheppard Entrepreneurial Training, Service Provided by Comparable Services and Benefits Providers	Modified reporting instructions
204	Randolph-Sheppard Entrepreneurial Training, Comparable Services and Benefits Provider Type	No
205	Customized Training, Service Provided by VR Agency Staff (in-house)	Modified reporting instructions

Number	Data Element (DE) Name	Change
206	Customized Training, Service Provided through VR Agency Purchase	Modified reporting instructions
207	Customized Training, Purchased Service Provider Type	No
208	Customized Training, Amount of VR Funds Expended for Service (Title I)	No
210	Customized Training, Service Provided by Comparable Services and Benefits Providers	Modified reporting instructions
211	Customized Training, Comparable Services and Benefits Provider Type	No
402	Work Based Learning Experience, Service Provided by VR Agency Staff (in-house)	Modified reporting instructions
403	Work Based Learning Experience, Service Provided through VR Agency Purchase	Modified reporting instructions
404	Work Based Learning Experience, Purchased Service Provider Type	No
405	Work Based Learning Experience, Amount of VR Funds Expended for Service (Title I)	No
406	Work Based Learning Experience, Service Provided by Comparable Services and Benefits Providers	Modified reporting instructions
407	Work Based Learning Experience, Comparable Services and Benefits Provider Type	No
212	Assessment, Service Provided by VR Agency Staff (in- house)	No
213	Assessment, Service Provided through VR Agency Purchase	No
214	Assessment, Purchased Service Provider Type	No
215	Assessment, Amount of VR Funds Expended for Service (Title I)	No
217	Assessment, Service Provided by Comparable Services and Benefits Providers	No
218	Assessment, Comparable Services and Benefits Provider Type	No
219	Diagnosis and Treatment of Impairments, Service Provided by VR Agency Staff (in-house)	Modified reporting instructions
220	Diagnosis and Treatment of Impairments, Service Provided through VR Agency Purchase	Modified reporting instructions
221	Diagnosis and Treatment of Impairments, Purchased Service Provider Type	No
222	Diagnosis and Treatment of Impairments, Amount of VR Funds Expended for Service (Title I)	No
224	Diagnosis and Treatment of Impairments, Service Provided by Comparable Services and Benefits Providers	Modified reporting instructions
225	Diagnosis and Treatment of Impairments, Comparable Services and Benefits Provider Type	No

Number	Data Element (DE) Name	Change
226	Vocational Rehabilitation Counseling and Guidance, Service Provided by VR Agency Staff (in-house)	Modified reporting instructions
227	Vocational Rehabilitation Counseling and Guidance, Service Provided by through VR Agency Purchase	Modified reporting instructions
228	Vocational Rehabilitation Counseling and Guidance, Purchased Service Provider Type	No
229	Vocational Rehabilitation Counseling and Guidance, Amount of VR Funds Expended for Service (Title I)	No
231	Vocational Rehabilitation Counseling and Guidance, Service Provided by Comparable Services and Benefits Providers	Modified reporting instructions
232	Vocational Rehabilitation Counseling and Guidance, Comparable Services and Benefits Provider Type	No
233	Job Search Assistance, Service Provided by VR Agency Staff (in-house)	Modified reporting instructions
234	Job Search Assistance, Service Provided through VR Agency Purchase	Modified reporting instructions
235	Job Search Assistance, Purchased Service Provider Type	No
236	Job Search Assistance, Amount of VR Funds Expended for Service (Title I)	No
238	Job Search Assistance, Service Provided by Comparable Services and Benefits Providers	Modified reporting instructions
239	Job Search Assistance, Comparable Services and Benefits Provider Type	No
240	Job Placement Assistance, Service Provided by VR Job Placement Assistance, Agency Staff (in-house)	Modified reporting instructions
241	Job Placement Assistance, Service Provided through VR Agency Purchase	Modified reporting instructions
242	Job Placement Assistance, Purchased Service Provider Type	No
243	Job Placement Assistance, Amount of VR Funds Expended for Service (Title I)	Modified reporting instructions
245	Job Placement Assistance, Service Provided by Comparable Services and Benefits Providers	No
246	Job Placement Assistance, Comparable Services and Benefits Provider Type	No
247	Short Term Job Supports, Service Provided by VR Agency Staff (in-house)	Modified reporting instructions
248	Short Term Job Supports, Service Provided through VR Agency Purchase	Modified reporting instructions
249	Short Term Job Supports, Purchased Service Provider Type	No

Number	Data Element (DE) Name	Change
250	Short Term Job Supports, Amount of VR Funds Expended for Service (Title I)	No
252	Short Term Job Supports, Service Provided by Comparable Services and Benefits Providers	Modified reporting instructions
253	Short Term Job Supports, Comparable Services and Benefits Provider Type	No
254	Supported Employment Services, Service Provided by VR Agency Staff (in-house)	Modified reporting instructions
255	Supported Employment Services, Service Provided through VR Agency Purchase	Modified reporting instructions
256	Supported Employment Services, Purchased Service Provider Type	No
257	Supported Employment Services, Amount of VR Funds Expended for Service (Title I)	No
258	Supported Employment Services, Amount of SE Funds Expended for Service (Title VI)	No
259	Supported Employment Services, Service Provided by Comparable Services and Benefits Providers	Modified reporting instructions
260	Supported Employment Services, Comparable Services and Benefits Provider Type	No
261	Information and Referral Services, Service Provided by VR Agency Staff (in-house)	No
262	Information and Referral Services, Service Provided through VR Agency Purchase	No
263	Information and Referral Services, Purchased Service Provider Type	No
264	Information and Referral Services, Amount of VR Funds Expended for Service (Title I)	No
266	Information and Referral Services, Service Provided by Comparable Services and Benefits Providers	No
267	Information and Referral Services, Comparable Services and Benefits Provider Type	No
268	Benefits Counseling, Service Provided by VR Agency Staff (in-house)	No
269	Benefits Counseling, Service Provided through VR Agency Purchase	No
270	Benefits Counseling, Purchased Service Provider Type	No
271	Benefits Counseling, Amount of VR Funds Expended for Service (Title I)	No
273	Benefits Counseling, Service Provided by Comparable Services and Benefits Providers	No
274	Benefits Counseling, Comparable Services and Benefits Provider Type	No
275	Customized Employment Services, Service Provided by VR Agency Staff (in-house)	Modified reporting instructions
276	Customized Employment Services, Service Provided through VR Agency Purchase	Modified reporting instructions

Number	Data Element (DE) Name	Change
277	Customized Employment Services, Purchased Service Provider Type	No
278	Customized Employment Services, Amount of VR Funds Expended for Service (Title I)	No
279	Customized Employment Services, Amount of SE Funds Expended for Service (Title VI)	No
280	Customized Employment Services, Service Provided by Comparable Services and Benefits Providers	Modified reporting instructions
281	Customized Employment Services, Comparable Services and Benefits Provider Type	No
282	Extended Services, Service Provided by VR Agency Staff (in-house)	Modified reporting instructions
283	Extended Services, Service Provided through VR Agency Purchase	Modified reporting instructions
284	Extended Services, Purchased Service Provider Type	No
285	Extended Services, Amount of VR Funds Expended for Service (Title I)	No
286	Extended Services, Amount of SE Funds Expended for Service (Title VI)	No
287	Transportation Data Elements, Service Provided by VR Agency Staff (in-house)	No
288	Transportation Data Elements, Service Provided through VR Agency Purchase	No
289	Transportation Data Elements, Purchased Service Provider Type	No
290	Transportation Data Elements, Amount of VR Funds Expended for Service (Title I)	No
292	Transportation Data Elements, Service Provided by Comparable Services and Benefits Providers	No
293	Transportation Data Elements, Comparable Services and Benefits Provider Type	No
294	Maintenance, Service Provided by VR Agency Staff (in-house)	No
295	Maintenance, Service Provided through VR Agency Purchase	No
296	Maintenance, Purchased Service Provider Type	No
297	Maintenance, Amount of VR Funds Expended for Service (Title I)	No
299	Maintenance, Service Provided by Comparable Services and Benefits Providers	No
300	Maintenance, Comparable Services and Benefits Provider Type	No
301	Rehabilitation Technology, Service Provided by VR Agency Staff (in-house)	Modified reporting instructions
302	Rehabilitation Technology, Service Provided through VR Agency Purchase	Modified reporting instructions

Number	Data Element (DE) Name	Change
303	Rehabilitation Technology, Purchased Service Provider Type	No
304	Rehabilitation Technology, Amount of VR Funds Expended for Service (Title I)	No
306	Rehabilitation Technology, Service Provided by Comparable Services and Benefits Providers	Modified reporting instructions
307	Rehabilitation Technology, Comparable Services and Benefits Provider Type	No
308	Personal Assistance Services, Service Provided by VR Agency Staff (in-house)	No
309	Personal Assistance Services, Service Provided through VR Agency Purchase	No
310	Personal Assistance Services, Purchased Service Provider Type	No
311	Personal Assistance Services, Amount of VR Funds Expended for Service (Title I)	No
313	Personal Assistance Services, Service Provided by Comparable Services and Benefits Providers	No
314	Personal Assistance Services, Comparable Services and Benefits Provider Type	No
315	Technical Assistance Services related to Self-Employment, Service Provided by VR Agency Staff (in-house)	Modified DE name and reporting instructions
316	Technical Assistance Services related to Self-Employment, Service Provided through VR Agency Purchase	Modified DE name and reporting instructions
317	Technical Assistance Services related to Self-Employment, Purchased Service Provider Type	Modified DE Name
318	Technical Assistance Services related to Self-Employment, Amount of VR Funds Expended for Service (Title I)	Modified DE Name
320	Technical Assistance Services related to Self-Employment, Service Provided by Comparable Services and Benefits Providers	Modified DE name and reporting instructions
321	Technical Assistance Services related to Self-Employment, Comparable Services and Benefits Provider Type	Modified DE Name
322	Reader Services, Service Provided by VR Agency Staff (in-house)	No
323	Reader Services, Service Provided through VR Agency Purchase	No
324	Reader Services, Purchased Service Provider Type	No
325	Reader Services, Amount of VR Funds Expended for Service (Title I)	No
327	Reader Services, Service Provided by Comparable Services and Benefits Providers	No

Number	Data Element (DE) Name	Change
328	Reader Services, Comparable Services and Benefits Provider Type	No
329	Interpreter Services, Service Provided by VR Agency Staff (in-house)	Modified reporting instructions
330	Interpreter Services, Service Provided through VR Agency Purchase	Modified reporting instructions
331	Interpreter Services, Purchased Service Provider Type	No
332	Interpreter Services, Amount of VR Funds Expended for Service (Title I)	No
334	Interpreter Services, Service Provided by Comparable Services and Benefits Providers	Modified reporting instructions
335	Interpreter Services, Comparable Services and Benefits Provider Type	No
336	Other Services, Service Provided by VR Agency Staff (in-house)	Modified reporting instructions
337	Other Services, Service Provided through VR Agency Purchase	Modified reporting instructions
338	Other Services, Purchased Service Provider Type	No
339	Other Services, Amount of VR Funds Expended for Service (Title I)	No
341	Other Services, Service Provided by Comparable Services and Benefits Providers	No
342	Other Services, Comparable Services and Benefits Provider Type	No
409	Home Modification, Service Provided by VR Agency Staff (in-house)	New DE
410	Home Modification, Service Provided through VR Agency Purchase	New DE
411	Home Modification, Purchased Service Provider Type	New DE
412	Home Modification, Amount of VR Funds Expended for Service (Title I)	New DE
413	Home Modification, Service Provided by Comparable Services and Benefits Providers	New DE
414	Home Modification, Comparable Services and Benefits Provider Type	New DE
343	Measurable Skill Gains: Educational Functional Level (EFL)	Modified reporting instructions
344	Measurable Skill Gains: Secondary Diploma or Equivalency	Modified DE name and reporting instructions
345	Measurable Skill Gains: Secondary or Postsecondary Transcript/Report Card	Modified reporting instructions
346	Measurable Skill Gains: Training Milestone	No
347	Measurable Skill Gains: Skills Progression	No
350	Start Date of Employment in Primary Occupation	No
353	Date of Exit	Modified reporting instructions

Number	Data Element (DE) Name	Change
354	Type of Exit	Modified reporting instructions
355	Reason for Program Exit	Modified reporting instructions
356	Employment Outcome at Exit	Modified code values and reporting instructions
357	Primary Occupation at Exit	Modified reporting instructions
359	Hourly Wage at Exit	Modified reporting instructions
360	Hours Worked in a Week at Exit	No
396	Monthly Public Support at Exit	No
397	Medical Insurance Coverage at Exit	No
376	Date Enrolled in Post-Exit Education or Training Program Leading to a Recognized Postsecondary Credential	Modified reporting instructions
377	Date of Attainment of Post-Exit Recognized Credential	Modified reporting instructions
378	Type of Recognized Secondary or Postsecondary Credential Attained Post-Exit	Modified DE name, code values and reporting instructions
379	Employment - First Quarter After Exit Quarter	Modified reporting instructions
383	Employment - Second Quarter After Exit Quarter	Modified reporting instructions
385	Quarterly Wages - Second Quarter After Exit Quarter	Modified reporting instructions
386	Employment - Third Quarter After Exit Quarter	Modified reporting instructions
389	Employment - Fourth Quarter After Exit Quarter	Modified reporting instructions
392	Retention with the Same Employer in the Second Quarter and Fourth Quarter After Exit	Modified reporting instructions