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| **Basic Skills Deficiency Policy** | Policy No. | 6 |
| **Greater Nebraska Workforce Development Area**  550 South 16th Street  Lincoln, NE 68508  402.471.9878  [ndol.greaternebraska@nebraska.gov](mailto:ndol.greaternebraska@nebraska.gov) | Effective Date | 7/1/2017 |
| Supersedes |  |
| Revision Date |  |
| Revision No. |  |
| Approval | GNWDB |

**Reference**

Workforce Innovation and Opportunity Act (WIOA) Sections 3 & 134

20 CFR §§ 681.290, 680.600

**Purpose**

This policy establishes criteria in determining basic skills deficiency in the local area.

**Background**

Basic skills deficient is defined under the provisions of the Workforce Innovation and Opportunity Act.

**Action**

Effective 7/1/2017, regional managers, workforce coordinators, and other service provider staff must implement this policy.

**Definition**

The term “basic skills deficient” means -

1. A youth who has English reading, writing, or computing skills at or below the 8th grade level on a generally accepted standardized test; or
2. A youth or adult who is unable to compute or solve problems, or read, write, or speak English, at a level necessary to function on the job, in the individual’s family, or in society.[[1]](#footnote-1)

**Policy**

The service provider is responsible for determining if an individual meets the definition of basic skills deficient and are expected to document an individual’s basic skills deficiency in keeping with NEworks and Electronic Case Management (ECM) policies and procedures.

Reasonable accommodations in the assessment process will be provided if necessary, for individuals with disabilities.[[2]](#footnote-2)

Priority for adult career and training services will be given to recipients of public assistance, other low-income individuals, and individuals who are basic skills deficient. [[3]](#footnote-3)

**Disclaimer**

This policy is based on Greater Nebraska’s reading of the applicable statutes, regulations, rules and guidance released by the U.S. Government and the State of Nebraska. This policy is subject to change as revised or additional statutes, regulations, rules and guidance are issued.

1. WIOA Sec. 3(5) [↑](#footnote-ref-1)
2. § 681.290 [↑](#footnote-ref-2)
3. WIOA sec. 134(c)(3)(E) and § 680.600 [↑](#footnote-ref-3)