

To: PRISM Partners
Date: 12/11/2012
Subject: PRISM - Veterans Status displayed on future placement, retention, and wage gain reports

Seasons Greetings,

Agnes Balassa, the Governor's Workforce and Policy Advisor, has requested PRISM placement, retention and wage gain reports include outcomes for Veterans. Data currently submitted to PRISM by each of the partners include one of the following veterans_status code for each record.

0 = Missing
1 = Veteran
2 = Not a Veteran

This current coding, developed back in the early 1990's during the early days of the Shared Information System (SIS), did not include the value label of 'Unknown / Suppressed Data' as a option. PRISM current demographic variables i.e., gender, ethnicity, disability, age, etc., include 'Unknown / Suppressed Data' as an option.

For reporting purposes of veterans data, we would prefer to follow the same reporting format we currently use for the other demographic variables. Veterans data on the reports will be displayed in this format.

Veteran
Not a Veteran
Unknown / Suppressed Data

In order to report veterans data in this format, two things must happen;

1. Veterans records previously coded and submitted to PRISM with a '0' (missing) need to be changed to '9': and
2. Beginning **Monday, December 17, 2012**, records where the veterans_status was previously coded '0', we're asking you to please submit these records to PRISM coded with a '9'.

In order to accomplish number #1, to change previous submitted veterans records from a '0' to '9', we offer two options;

Option A, each partner can send an update transaction record for each veteran record previously coded with a '0'. If you select this option, we kindly ask that you update your veterans_status transaction records by **January 15, 2013**: or

Option B, we ask your permission for PRISM staff to change all previously submitted veterans records coded with a '0' to a '9'. We, PRISM staff, are acutely aware that the data belongs to you -- the partners. Never before have we (PRISM staff) ever changed any data in PRISM. The PRISM staff are merely designed to act as a limited agent on your behalf, therefore we need your permission to change the veterans records coded with a '0' to a '9'. We understand resources are short and staff are busy, that's why we offer this option. If we receive your permission to change the code, we'll do the work and change the coding in the system.

Please respond by **December 31, 2012**, with your preference to either Option A or Option B. If you have questions, please contact me at 503-947-1234.

Best wishes,