CGET Training: Assessment and Intake Strategies
LOGISTICS

- Asking questions during the webinar
  - All participant phone lines are muted
  - You’ll be unable to ask questions by phone
  - Please type your question in the on screen chat box
  - There will be two opportunities during the webinar to ask questions

- Post webinar survey
  - Michael Holzer, TA Program Assistant (NCHV), mholzer@nchv.org
ASKING QUESTIONS DURING THE TRAINING

- Submit questions in the chat box on the webinar
- E-mail questions to Michael Holzer at mholzer@nchv.org
- Submit questions through the post-training survey
Major Tasks of the TA Centers

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Assessment and Intake (0 to 10 points)

Individual veteran assessment:
- Describe veterans’ skills and knowledge gaps
- Identify and address the barriers to employment
- Determine each individual’s abilities, interests, needs, talents, etc.
- Participant’s willingness to enter employment following the receipt of services
INDIVIDUAL VETERAN ASSESSMENT

- Identifies occupational preferences
- Type of work
- Work setting
- Work days & times
- Soft Skills
- Punctuality
- Getting along
- Following directions
- Problem solving
- Basic reading/math
- Occupational Skills
- Accommodations required
Applicants should describe their documentation

An initial screening for eligibility
- Veteran Status
- Homeless Status
- Job Readiness/Preparation for Employment

An intake form for veterans enrolling in HVRP

Progress or Case Notes
SPECIFIC TOOLS

- My Next Move http://www.mynextmove.org/vets/
- O*NET Interest Profiler
- TABE Test
- Self-Directed Search (SDS)
Resource Assessment & Coordination

- Assess need for support services to overcome barriers to employment
  - People – who might support the veteran to succeed
  - Places – are training facilities accessible, available?
  - Things – does the veteran need tools, transportation?
  - Resources – job training, legal services, housing?

- What will applicant do to insure access to and utilization of needed resources?
Concurrent Enrollment

- As part of intake determine...
  - Enrolled in another HVRP?
  - Enrolled in SSVF?
  - Enrolled in mental health treatment
  - Enrolled in CWT?
  - HUD-VASH?
  - GPD?
  - Others?
WHAT IS REQUIRED IN THE SGA: INTAKE

- How does the veteran enter the program?
  - Intake workers
  - Service flow chart
  - Setting individual goals based on assessment

- Engaging the veteran in HVRP and Services
  - Assign HVRP staff worker
  - Welcoming environment
  - Women veterans
  - OEF/OIF veterans
Design and Implementation

- Maximize long-term success
- Focus on identifying and addressing barriers
- Assess Veteran’s abilities, interests, needs and barriers to employment
Referrals

- Must make appropriate referrals to overcome barriers to employment such as
  - Physical Rehabilitation
  - Drug and/or alcohol treatment
  - Mental Health Services
  - Housing
Intake/ Enrollment

- Describe assessment of the Veteran’s skills and knowledge gaps
- Services to fill gaps may include
  - Career training
  - Soft Skills training
  - Aptitude testing
  - Counseling
  - Referrals
Assessments

- Cultural Competence
  - Understanding of military culture

- Promote Safety
  - Deal with basic needs
  - Staff are consistent, predictable and respectful

- Must be “trauma Informed”
  - Must understand how trauma impacts Veterans
Assessments

- Support Veteran Control, Choice and Autonomy
  - Build up Competencies
  - Keep Veterans well informed of options
  - Outline clear expectations
  - Provide opportunities for Veterans to make decisions
  - Encourage Vets to create personal goals
Assessments

- Screen all Veterans for history of Sexual harassment and assault
  - Ensure confidentiality
  - Approach with compassion and sensitivity
  - Avoid words such as rape and sexual harassment
Collaboration and Coordination

Refer and track services to the following:
- VA
- Veteran Service Org.
- SSVF

Facilitate Communication
Questions are guaranteed in life; Answers aren't.