

WEST CENTRAL REGION LOCAL POLICY

Subject	Effective Date	Revised	Policy Section
Youth Follow Up	11/2/17		Programs

WIOA requires that follow up services be offered to all youth. Follow up services must be a minimum of 12 months in duration and are designed to support the Youth in their transition to post-secondary education or unsubsidized employment (DWD Issuance 03-2015).

Follow-up services should vary in intensity based on the needs of each individual and appropriate services to help in facing challenges that come up on the job or in post-secondary education/training. Follow up services should help youth in completing training and/or maintaining employment.

Follow up contacts should be meaningful and centered on what that youth needs plus be a contact to confirm whether or not a youth is in school or employed.

Follow up services must at a minimum:

- Assist youth in overcoming barriers that may interfere with the achievement of their goals.
- Provide proactive and reactive interventions to encourage youth retention in education or employment.
- Occur frequently enough to address any issues that youth is facing; but not less than once a month.
- Be built into the individual service strategy (ISS) from the time of enrollment so that youth are aware of follow up and understand the benefits of continued contact.
- Determine the need for supportive services.
- Attempts at contacting the youth should be documented with a case note.