

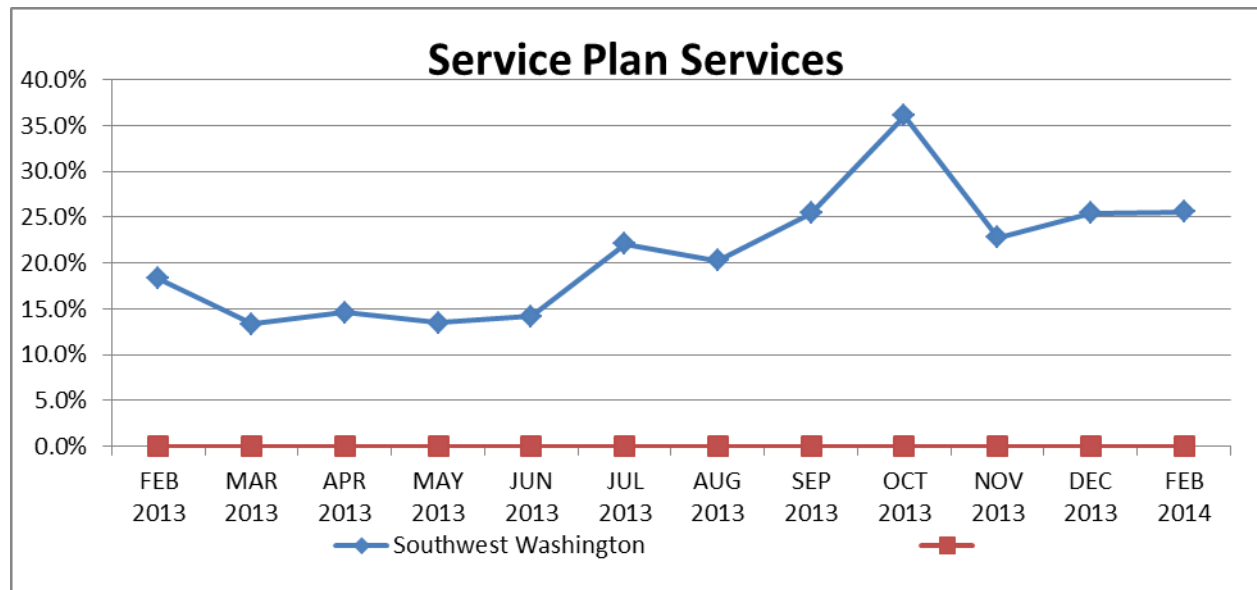


TECHNICAL ASSISTANCE MEMO #17

DATE: MARCH 13, 2014
TO: WORKFORCE SERVICE PROVIDERS
FROM: AMY GIMLIN, SWWDC DATA AND COMPLIANCE MANAGER
RE: SKIES DATA INTEGRITY

Employment Security Department (ESD) has issued [WIN 0029 SKIES Services Data Integrity](#) on December 10, 2012. The WIN standardizes the timeliness of SKIES data entry in order to maintain the integrity of the state's performance reporting. Our area continues to be behind in the data entry of services into SKIES. The WIN specifies that all services must be entered into the service plan within two weeks of the start date and all services entered into seeker services must be entered within seven days of the service delivery.

ESD publishes an interactive Monthly Data Integrity Report posted [here](#). In February 2014 our area was 25% late in entering services into the service plan. The trend for the last year, which seems to be worsening, is included below. Each service provider must implement a process for timely data entry using WIN 0029 as a guide.



SWWDC is available for technical assistance and guidance if needed. Please contact your Program Manager or myself with any questions.

AG