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# PREP, REA and MIS Questionnaire PY 2014-15

**Priority Re-employment Planning Program (PREP)**

1. Name of individual responding to questions:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. Does your region provide PREP services?

If yes, please provide answers to the following questions:

1. Does each participant receive an orientation?
2. Does the orientation contain the required WP and RA information?
3. Does each participant receive an assessment?
4. Is the assessment available in EFM or hard (paper) copy?
5. If further services are warranted, are they scheduled?
6. Is your region selecting at least 5 percent of the PREP pool for PREP assessment?

**Reemployment and Eligibility Assessment (REA)**

1. Name of individual responding to questions:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. Does your region provide REA services?

If yes, please provide answers to the following questions:

1. Does the orientation provided to REA participants include the REA requirements?
2. Is your region managing the REA Red Flag report in a timely manner (no flagged issues)?
3. Did your region work their Red Flag Report so that no REA participants dropped off the report when not resulted within 90 days?
4. Is the REA Program conducted primarily by REA grant-paid staff?

**Management Information Systems (MIS)**

1. Name of individual responding to questions:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. Does your region have a policy and/or procedure in place to ensure that authorized users (staff and partners) are reviewed, evaluated, authorized and removed from access to the MIS systems?
3. Does your region have an up-to-update and accurate list of persons (staff and partners) that are authorized to use the MIS systems? (please provide list to DEO monitor)
4. Is your region maintaining MIS security by removing users (staff and partners) that are no longer authorized to access the system?
5. Does your region maintain MIS security forms for all users in the region?

If yes, are they maintained electronically or in hard (paper) copy in a secure location?

**Self-Attestation:**

I \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ certify, to the best of my knowledge, that the above information provided as part of DEO's Monitoring Review process is true and correct.

Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_