

November 26, 2013

DIRECTIVE:	JOB CORPS INFORMATION NOTICE NO. 13-32
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TO: ALL JOB CORPS NATIONAL OFFICE STAFF
ALL JOB CORPS REGIONAL OFFICE STAFF
ALL JOB CORPS CENTER DIRECTORS
ALL JOB CORPS CENTER OPERATORS
ALL NATIONAL TRAINING AND SUPPORT CONTRACTORS
ALL OUTREACH, ADMISSIONS, AND CTS CONTRACTORS

FROM: GRACE A. KILBANE
National Director
Office of Job Corps

SUBJECT: Release of Student Health and Wellness Education Curriculum

1. Purpose. To provide a ready-made, customizable, student health and wellness education curriculum that has been designed to assist Job Corps centers in fulfilling the requirements outlined in Policy and Requirements Handbook (PRH) Chapter 3, Section 3.17.

2. Background. Students can benefit greatly from health and wellness education while in Job Corps. PRH Chapter 3, Section 3.17 requires that students receive instruction in health education and the decision-making model (which is incorporated throughout all health topics); emotional and social well being; depression, grief and suicide; relationships, sexuality, reproduction and birth control; consumer health; nutrition and fitness; alcohol and other drugs abused; and the relationship of a healthy lifestyle to successful job retention.

To assist in meeting this requirement, centers may use activities of their choosing, and may delegate a suitable staff member or multiple staff members to teach this information. The health education curriculum was designed for any staff to use in instructing students on these topics during recommended periods such as the career preparation period and/or the career readiness period. The curriculum modules include:

- Emotional and social well being
- Depression, grief, and suicide
- Relationships, sexuality, reproduction and birth control
- Alcohol and other drugs abused
- Relationship of a healthy lifestyle to successful job retention and consumer health (may also be utilized during the career transition readiness period)
- Nutrition and fitness (available, with additional resources, on the Healthy Eating and Lifestyles [HEALs] Web site)

The student health education curriculum can be found on the Job Corps Community Web site; click on “Health and Wellness,” then click on “Health Education Curriculum.”

3. Action. Centers are encouraged to use the activities provided in the student health education curriculum. Addressees are to ensure this Information Notice is distributed to all appropriate staff.
4. Expiration Date. Until superseded.
5. Inquiries. Inquiries should be directed to Carol Abnathy at (202) 693-3283 or via e-mail at abnathy.carol@dol.gov; or Johnetta Davis at (202) 693-8010 or via e-mail at davis.johnetta@dol.gov.