

April 7, 2021

DIRECTIVE: JOB CORPS DATA CENTER NOTICE NO. 20-176

FROM: Job Corps Data Center

SUBJECT: Updated Combined Data Collection for Vaccination Status, Testing
Supplies Inventory and Donation

In the past few weeks, the National Office of Job Corps, through JCDC, issued two separate data calls, one on the COVID 19 infection test inventory (JCDC Notice 20-153 released on 3/4/2021) and the other on center staff's vaccination status (JCDC Notice 20-158 released on 3/18/2021). This JCDC Notice combines the two data call into one so as to minimize centers' reporting burden and confusion. Starting last week and until further notice, the combined data call will be released weekly by every Wednesday with center completion expected by COB, every Friday. Please make sure to complete this survey weekly so that we can have one hundred percent completion rate and complete data for planning purposes.

Knowing each center's inventory of COVID-19 tests weekly will enable the National Office of Job Corps to more precisely project the number of unused and expiring rapid ID NOW tests for donation, and plan the shipment of new tests to centers as needed. The National Office will provide instructions on donation via a JCDC Notice in the coming days. Please note that, although the list of questions below includes three questions on donations, centers are not required to respond to them until donations occur. The weekly staff vaccination information will help the planning of returning active students and enrolling new students to every center in the coming weeks and months.

Please complete this data collection via the Google Forms provided by JCDC by COB, Friday, April 9, 2021 and weekly thereafter.

<https://docs.google.com/forms/d/1II2zKrf1Yy9nLlcnX7DwD-31uO1BvoHtTLgpHcaoF7E/edit?usp=sharing>