

Senate Standing Committee on Education and Employment

QUESTIONS ON NOTICE Additional Estimates 2014 - 2015

Outcome 1 - Employment

Department of Employment Question No. EMSQ15-000045

Senator Xenophon provided in writing.

Question

Completion of job seeker Excel training courses

I understand individual JSA offices are required to record when a job seeker starts a training course and when the course is completed (successfully or not). Furthermore, I understand a reason must be given for the completion of a course.

Given this information is collected by individual JSA offices, why does the Department of Employment not request this information?

Answer

Under the Employment Services Deed 2012–15 (clause 57A.1) and related Guidelines there is no requirement for JSA providers to record or retain information relating to a job seeker's completion of a training course.

The exception to this is where the JSA provider is claiming an Education Outcome payment. In these circumstances the department requires a Provider to retain and submit on request, documentary evidence as follows:

- Documentation from a training institution or the job seeker which demonstrates the successful completion of a semester of full-time study. The evidence must confirm:
 - whether the course was full-time or part-time
 - the contact hours attended each week
 - the Semester start and end dates
 - the length of the course
 - the name of the JSA Provider's staff member recording the above information at the time it was obtained.

This requirement is consistent with the department's programme assurance framework and methodology which is underpinned by desktop monitoring and audit activity.

In the 2015-16 Budget (under the 'Engaging Early School Leavers' measure) Education Outcomes were changed effective from 1 January 2016. The change extends Education Outcomes for job seekers up to 21 years of age. The qualification for an Education Outcome has also been raised to Year 12 or a Certificate III.

All jobactive providers will be required to upload documentary evidence of completion or attainment of the relevant qualification at the time of lodgement of their claims.