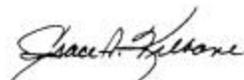


EMPLOYMENT AND TRAINING ADMINISTRATION ADVISORY SYSTEM U. S. Department of Labor Washington, D.C. 20210	CLASSIFICATION OWS
	CORRESPONDENCE SYMBOL
	DATE April 5, 2002

ADVISORY : UNEMPLOYMENT INSURANCE PROGRAM LETTER NO. 21-02

TO : STATE WORKFORCE AGENCIES

FROM : GRACE A. KILBANE
 Administrator
 Office of Workforce Security



SUBJECT : Training Seminars for State Workforce Agency (SWA) Benefit
 Accuracy Measurement (BAM) Staff on BAM Case Investigations

1. **Purpose.** To announce fiscal year 2002 training seminars for SWA/BAM Investigators.
2. **References.** ET Handbook No. 395, and UIPL NO. 29-01, dated May 1, 2001.
3. **Background.** ET Handbook No. 395 requires SWAs to draw weekly samples of paid and denied intrastate and interstate claims and to conduct in-depth investigations of the sampled cases. Each case represents a large number of payments in the population, so it is very important that SWA staff adhere to methodology prescribed in the Handbook to ensure that the data are collected properly and coded accurately for entry into the BAM automated database. The inclusion of denied claims accuracy (DCA) investigations and interstate paid claims investigations in the BAM program require additional training in the conduct of BAM investigations. In response the Department of Labor is offering training for new and experienced investigators to ensure continued validity of the data collected.
4. **FY 2002 BAM State Investigator Training Seminars.** The Department of Labor has scheduled three training seminars in FY 2002 for BAM staff responsible for conducting the investigations. Seminar size will be limited to no more than 25 participants each to permit comprehensive discussion. Selection will be on a first-come, first-served basis. The three seminars are scheduled as follows:

RESCISSIONS None	EXPIRATION DATE April 30, 2003
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<u>Date</u>	<u>Location</u>	<u>Hotel Deadline</u>
July 30 – August 2, 2002	Chicago, Illinois	June 29, 2002
August 20 – 23, 2002	Washington, D.C.	July 19, 2002
September 10 – 13, 2002	San Diego, California	August 9, 2002

5. **Costs.** The SWAs will be responsible for travel and per diem costs for state staff to attend the training sessions.
6. **Logistics.** The attached sheets provide information on location, hours, hotel arrangements, and ground transportation for the upcoming training seminars. A separate sheet is provided for each seminar.
7. **Action Required.** State Administrators are requested to (1) notify appropriate state staff of the upcoming BAM training seminars and (2) provide regional office (RO) staff with the name, title, and session preference of each SWA nominee by June 1, 2002. Reservations should be made with the applicable hotel by the deadlines indicated above.
8. **Inquiries.** Direct any questions to the appropriate RO.
9. **Attachments.**