

# **BCEP**

## ***BULLETS . . .***

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Bullet #11 **Update**

**February 2011**

### **BCEP Contractors Use of Employment Skills Access Program Training for Clients**

**To:** Ministry of Social Development Staff/BCEP Contractors

**Purpose:**

To outline ministry expectations for BCEP Contractors use of training provided through the Employment Skills Access Program.

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**Background:**

It is expected that approximately 1,000 unemployed and low-skilled, employed British Columbians will be able to participate in job training programs through the Employment Skills Access Program (ESAP) which is a joint initiative of the Ministry of Regional Economic Skills Development and Human Resources and Skills Development Canada. ESAP will provide direct funding to ***British Columbia Institute of Technology, Nicola Valley Institute of Technology, Royal Roads University, Simon Fraser University and the University of Northern British Columbia*** to provide unemployed and low-skilled, employed workers with general employment skills or job-specific skills. In addition, a labour market consortium, composed of 15 colleges and universities, will provide training in response to client and labour market demands in their respective regions.

The Ministry of Social Development recognizes the benefits the ESAP may offer to clients and to BCEP service providers. To that end, the ministry supports BCEP contractors' use of suitable short-term training available through ESAP to augment the current range of programs and services being provided directly by contractors or their subcontractor network.

**Procedures:**

BCEP contractors will determine the following:

- if local ESAP training opportunities exist;
- if the training opportunities are considered short-term and mirror the BCEP model of short-term training;
- if suitable BCEP clients are available to participate (client must not be EI eligible<sup>1</sup>); and

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<sup>1</sup> EI Eligible is an EI claimant being topped up by IA or is EI Reachback (an unemployed person who had an EI claim within the past 3 years or received maternity or parental benefits within the past 5 years).

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- consideration of the client's strengths and barriers assessment and the pre-established participant plan)

BCEP contractors will arrange intake appointments on behalf of the client and will ensure the ESAP institution advises them of any acceptance decision and any other pertinent information about the course.

If the client is accepted into ESAP training BCEP contractors must ensure the following:

- establishing an arrangement between the BCEP contractor and ESAP institution that allows the contractor to be immediately apprised of any participation concerns;
- using the BCEP system, submission of a 'Community Services – Part Time' – 'Other' data element;
- maintaining full case management of the client while in attendance as **the client remains in BCEP during ESAP participation**; and
- maintaining full breadth of services and supports the client might require while in training