

New Reporting Requirements for Labour Market Transfer Agreement-funded Ontario Apprenticeship Programs Questions and Answers

(March 29, 2019)

1. What new client-level data will be collected for Ontario Apprenticeship programs starting in April 2019?

- **Effective April 1, 2019**, the following client-level data will be collected on Ontario Application for Apprenticeship Training (AAT), Apply On-Line (AOL) and Ontario Youth Apprenticeship Program (OYAP) application forms:
 1. **Marital Status:** This new data point is a mandatory field. This data element provides information about the family composition and /or family size of applicants. Marital status is used to assess the impact of interventions on under-represented groups identified through family composition/size.
 2. **Number of Dependants:** This new data point is a mandatory field. This data element will be the count of dependent individuals in a household. Number of dependants provides additional information to determine family size /composition (in conjunction with marital status).
 3. **Immigrant:** This new data point will represent information about immigrants served and is to be reported as “Yes”, “No”. This data field will be mandatory for all participants.
 4. **Immigration Year:** This new data points is required to assess the results of programs and services for recent immigrants. Since definitions for what constitutes a recent immigrant vary across provinces and territories, collecting the year of immigration allows Employment and Social Development Canada (ESDC) to look at different cohorts based upon their length of time in Canada.
 5. **Precarious Employment:** This data field will remain disabled until further notice and does not currently appear on Apprenticeship application forms.

2. What does the “Number of Dependants” data field on the Apprenticeship application mean?

- The “Number of Dependants” is the count of dependent individuals in a household. A dependant is defined as an individual who lives in the same household as the participant and for whom they have caregiving responsibilities. A dependant may be a child by birth, marriage or adoption, may be a foster child, or an adult dependant (e.g., an adult offspring or sibling with a disability).

3. What is the federal government doing with this information?

- As specified in the labour market transfer agreements, Canadian provinces and territories agree to collect and compile the requested data elements at an aggregate (i.e. not individual) level for the federal government. Federal, provincial, and territorial (FPT) governments are committed to ongoing improvements in measuring results, including the utilization of relevant data indicators. FPT governments will work in partnership to improve measures, including those that capture key milestones on the pathway towards employment.

4. Are there additional changes Ontario Apprenticeship Program service providers need to be aware of?

- Yes, the Notice of Collection and Consent has been updated on the Apprenticeship application, to include references to the labour market transfer agreements. The Notice of Collection and Consent explains that these agreements require the ministry to collect specific data elements for Employment Ontario program participants.
- The updated Notice of Collection and Consent also includes contact details for participants who want more information about the collection and use of their personal information in a language other than English or French or by TTY (telephone service for the hearing impaired).

5. When will the new Application for Apprenticeship Training and Ontario Youth Apprenticeship Program applications be available for Employment Ontario Service Providers – Apprenticeship?

- New applications will be available and posted to the Service Ontario Central Forms Repository on March 25, 2019. Employment Ontario Service Providers – Apprenticeship will need to ensure that applications utilizing the old form are submitted and data entered prior to April 1, 2019. Any older applications not entered by that date will need to use the new application form, and applications on the old form will be returned for applicants to complete the newer version with the additional data fields.

6. If a client has filled out the old application form, can't the ministry assume the answers for the missing data, or obtain the answer verbally?

- Ministry staff cannot make assumptions about the demographics of clients, and the data must be provided directly on the application form from the clients themselves.

7. Since the Pre-Apprenticeship Training program is funded solely through the province, why is the additional information required for these clients?

- In order for a Pre-Apprenticeship Training client to be enrolled as a participant in the program, they must complete the Application for Apprenticeship Training.

Clients using this application must provide any demographic information deemed mandatory, but that information is shared with the Government of Canada only at an aggregate level (i.e. not at the individual level).

- 8. What about the existing field “*Residency Status*” which is presently an optional disclosure?**
- As of **April 1st** this field becomes mandatory.