

## Memorandum

**To:** Employment Ontario Service Provider  
**From:** Program Delivery Support Branch  
**Date:** March 24, 2017  
**Subject:** 2017/18 Guidelines – Employment Service and Youth Job Link  
**Memo#:**

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The purpose of this bulletin is to advise the Employment Ontario network that revised Employment Service (ES) and Youth Job Link (YJL) Program Guidelines have been posted to the EOPG. Guideline changes become effective as of April 1, 2017.

### UPDATED GUIDELINE CHANGES:

The **ES Program Guidelines** have been revised as follows:

- Updated the Ministry name to Ministry of Advanced Education and Skills Development.
- Added a new “Referred Out” category to the Service Coordination measure
  - Refer to section 4.4.1 Dimensions and Measures of Service Quality Success and the June 30, 2016 memo #[PCA2016-M012](#)<sup>1</sup> for additional details.
- Replaced the term “Aboriginal Person” with “Indigenous Person” and revised the associated definition.
  - Refer to section 4.4.1 Dimensions and Measures of Service Quality Success for additional details.
- Removed references to the Self-Employment Benefit program.
- Updated the SQS achievement rate in Appendix I to reflect 2015/16 results.

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<sup>1</sup> <http://www.tcu.gov.on.ca/eng/eopg/publications/pca2016-012.pdf>

The **YJL Program Guidelines** have been revised as follows:

- Updated the Ministry name to Ministry of Advanced Education and Skills Development.
- Updated document to ensure it is AODA compliant.
- Under “Program Description” clarified that the program is a year-round program.
- Under “Incentives and Supports” clarification that in order for an employer to be eligible for an Employer Incentive, the youth being hired must meet all of the eligibility criteria for the Individual- Focused Employment Supports.
- Updated the Forms in the document to: Employment Ontario Participant Registration Form and Employment Ontario Employer Registration Form.

If your organization has any additional questions please contact your Employment and Training Consultant (ETC).