Vocational Rehabilitation Program Evaluation & Quality Assurance (PEQA)
Online Certification Program & Capstone Projects

PEQA encourages participation by state vocational rehabilitation staff members responsible for data collection, storage, and analysis related to quality assurance. The PEQA program involves both an online certification program and accompanying capstone project designed to accommodate varying skill levels. The primary goal is to enhance the program evaluation and quality assurance knowledge and skill base within state VR programs in support of successful implementation of the Workforce Innovation Opportunity Act (WIOA).

Program Overview

Online Certification Program
Participants will be assigned to a cohort of 8-10 individuals and will engage in a series of online training modules organized by key knowledge and skill areas. There are 5 knowledge domains consisting of 18 chapters, each chapter includes multiple learning modules. The courses are taught online in an asynchronous (self-paced, available any time) manner but are delivered sequentially along a timeline. This format allows for participant flexibility, but further offers the benefits of connecting and collaborating with a cohort as well as instructor and peer mentoring. The content covers a variety of areas related to the fundamentals of program evaluation as well as quality assurance issues specifically relevant to state vocational rehabilitation programs.

The Course Content Involves:
• Theories of Evaluation
• Professional and Ethical Considerations
• Project Management
• Data Collection
• Quality Assurance
• Qualitative and Quantitative Data Analysis
• Team and Client Communication

The certification program will be delivered over a 9-month timeframe.

Capstone Project
After successful completion of the online courses, participants will implement a capstone project within their state VR program. These projects are intended to provide an opportunity to apply knowledge and skills gained through the online courses in real-

life situations. The goal is to design and implement program evaluation projects that support the participant's state agency's needs in measuring various aspects connected to successful WIOA implementation.

Approximately 9 months into the online course curriculum, participants will be connected with research mentors to start designing their capstone project. Collaboration among participants, with the potential to co-design and implement projects with an assigned mentor, is encouraged.

Application Requirements
The following basic eligibility criteria are required:

- Minimum of a Bachelor's Degree
- Comfortable using Microsoft Excel
- Comfortable using basic/intermediate math skills
- Current position within state VR program responsible for coordinating and/or working with the agency's data collection and reporting system (e.g. Aware, state-designed, other)
- Employed in current position for at least 6 months

While application across a variety of agencies, experience, and skill levels is encouraged, there are **a limited number of spaces available** in the program. **Only one application per state VR program will be entertained at this time.** Every effort will be made to facilitate participation in the program, but flexibility will be exercised in determining which cohort individuals will be invited to join.

Participants will be connected with research mentors during the online course to start designing their capstone project. Collaboration among participants, with the potential to co-design and implement projects with an assigned mentor, is encouraged.

To apply, candidates must complete an online application form and attach an accompanying letter of support from their state VR agency. Application information and materials are available at https://peqatac.org/certification and are due by December 31st, 2019. The cohort kickoff is January 8-9, 2020.

Guidelines for Program Cohort Participation Assignment

In the event that the number of eligible applicants exceeds the number of spaces available in the online cohort, the following guidelines will be used to determine cohort assignment:

- Perceived level of motivation to engage in both the online certificate & capstone programmatic elements.
- Feasibility of the identified interest areas/issues for the capstone project.
- Perceived level of support from supervisors or the agency.
- Perceived agency need to have applicant participate.