

## The Mississippi Partnership Basic Skills Screening Tool for Adults & Dislocated Workers

Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

1. Do you have a high school diploma, General Educational Diploma (GED), or High School Equivalency (HSE) diploma? ☐ Yes ☐ No
2. Can you follow basic written instructions and diagrams with no help or just a little help? ☐ Yes ☐ No
3. Can you fill out basic medical forms and job applications? ☐ Yes ☐ No
4. Can you add, subtract, multiply, and divide with whole number up to 3 digits? ☐ Yes ☐ No
5. Can you do basic tasks on a computer? ☐ Yes ☐ No
6. Do you speak and read English well enough to get and keep a job? ☐ Yes ☐ No
7. If you have taken the ACT WorkKeys® Workplace Documents and Applied Math tests: Did you score at least a Bronze Level on these tests? ☐ Yes ☐ No ☐ N/A
8. If you are seeking training services: Do you have the skills necessary for the desired position you are seeking training services for? ☐ Yes ☐ No ☐ N/A

Participant Signature \_\_\_\_\_

Date \_\_\_\_\_

### For staff use only:

Was the individual able to complete this screening tool without help? ☐ Yes ☐ No

If any question 1-8 above is answered "No" or if the form could not be completed individually, the individual is considered basic skills deficient. Is the individual basic skills deficient? ☐ Yes ☐ No

**For Adult Participants Only:** Adult participants who are basic skills deficient receive priority of service for WIOA.

Name of WIOA Staff: \_\_\_\_\_

Staff Signature \_\_\_\_\_

Date \_\_\_\_\_