



**LA:RISE Youth Academy**  
**Californians for All (CA4A) Program**  
 CalJOBS<sup>SM</sup> Agency Defined Program (ADP)  
 Service Activity Codes

<b>Transitional Employer &amp; Workforce Service Providers</b>			
<b>Action/Service Activity</b>	<b>Activity Title on CalJOBS<sup>SM</sup></b>	<b>CalJOBS<sup>SM</sup> Activity Code</b>	<b>Recommended actions</b>
Program Orientation	Orientation	101	You may close activity after entering appropriate service (same day)
CalJOBS <sup>SM</sup> & HLA platform Enrollment	Enrollment	321	Keep activity OPEN until participant completes their hours. Include hours worked in case note BEFORE closing activity.
Referral(s) to stabilized housing and/or other type of resource referrals	Referred to Community Resource	109	
<b>Workforce-relates services</b>			
<b>Both transitional employer &amp; workforce partner may add activities in this category as they occur</b>			
<b>Action/Service Activity</b>	<b>Activity Title on CalJOBS<sup>SM</sup></b>	<b>CalJOBS<sup>SM</sup> Activity Code</b>	
Job referrals/Targeted employment seeking activity	Job Finding Club	105	
Job Fair	Job Fair	112	
Resume writing	Resume Preparation Assistance	115	
Pre-employment training/ Job Readiness Training	Interest and Aptitude Testing	204	
InnerSight Training Experience	Objective Assessment	203	
<b>Placements</b>			
<b>Action/Service Activity</b>	<b>Activity Title on CalJOBS<sup>SM</sup></b>	<b>CalJOBS<sup>SM</sup> Activity Code</b>	<b>Required actions</b>
Permanent Employment	Job Search and Placement Assistance	125	Employment verification must be on-hand when entering this placement (e.g. Pay stub Or employer printout verifying employment or other verifying form ).
Certificated Training Program	Occupational Skills Training (Approved ETPL Provider)	300	Enrollment verification must be on-hand when entering this placement (e.g. class schedule, acceptance letter, payment receipt, etc).
Post-Secondary Educational Placement	Career Guidance/Planning	202	Enrollment verification must be on-hand when entering this placement. (e.g. class schedule, acceptance letter, payment receipt, etc).
Secondary Educational enrollment/ retention in High School diploma equivalency/ credit recovery or basic skills remediation programs	Adult Literacy, Basic Skills or GED Preparation	214	This code applies to participants enrolled in secondary educational programs or pursuing H.S. equivalency programs or retained in any of the aforementioned secondary programs.



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<b>Supportive Services</b>		
<b>Available Service Activities</b>	<b>Activity Title on CalJOBS<sup>sm</sup></b>	<b>CalJOBS<sup>sm</sup> Activity Code</b>
Transportation Assistance	Transportation Assistance	181
Incentive/Bonus	Incentive/Bonus	183
OTHER	OTHER	185
Tools/Clothing	Tools/Clothing	188
Educational Testing	Educational Testing	191

**Questions # 21-26 on CalJOBS<sup>sm</sup> ADP will remain OPEN in the system. These questions MUST be updated before closing all activities to capture accurate data.**