

MEMORANDUM OF UNDERSTANDING

Vocational Rehabilitation and Employment (VR&E) Vocational Rehabilitation Counselor (VRC) Competency-Based Training System (CBTS) Demo Expansion-Station Request

The following constitutes an agreement between the Department of Veterans Affairs, Veterans Benefits Administration (VBA) and the American Federation of Government Employees (AFGE), AFL-CIO National VA Council (NVAC) #53, (Union) regarding the VR&E VRC Competency-Based Training System Demo-Expansion Station Request at the following ten Regional Offices (ROs): Seattle, Nashville, Indianapolis, New Orleans, Winston-Salem, St. Petersburg, Muskogee, Oakland, Wichita, and Roanoke (pending OFO approval).

1. The purpose of the VR&E VRC CBTS is to allow VRCs to complete a 175 multiple-choice diagnostic assessment and receive tailored, individualized training based on the diagnostic assessment results. These results will not be used for performance evaluation purposes, but for identifying training needs.
2. Employees will have three (3) months to complete the assessment and will receive seven (7) hours of TMS credit toward their National Training Curriculum (NTC) requirement upon completing this assessment. The training will occur on duty time.
3. The assessment will be divided into seven small tests, or testlets, that cover the key knowledge, skills, and abilities (KSAs) required of a VRC. Each testlet consists of 25 items and is timed to be completed within 90 minutes. Based on the testlet structure, the employee has the option to complete all testlets at once, or complete them over a period of time, not to exceed three (3) months.
4. As each testlet is completed, the results will be stored in TMS. The employee will have access to his or her progress and results at any time by logging into TMS and via the individualized feedback reports. Management will have access to the employee's progress and results at any time by logging into TMS or by accessing the summary performance reports, which will not include any employee-specific numerical performance raw data.
5. Briefing documents and other instructional materials will be sent to each participating RO and local union prior to the launch of the CBTS to ensure employees are given a full opportunity to complete this training. Management

and Labor will meet with the bargaining unit to discuss this program and its implementation and plan outcomes.

6. Management will not hold employees accountable for factors or extenuating circumstances which affect performance that are beyond the employee's control in compliance with Article 27.
7. At the completion of the demonstration period, a briefing will be provided to the AFGE VBA Mid Term Bargaining Committee in order to discuss the results and any recommendations, along with any employee concerns. Any additional bargaining obligations will be met, prior to expansion or national rollout.
8. In accordance with Article 47 of the Master Agreement, Local bargaining shall take place at individual facilities and may include substantive bargaining that does not conflict with negotiated national policy and agreements.
9. Management shall provide a copy of this MOU to the local president and the highest elected or, in the alternative, appointed representative at each Local represented by AFGE within 10 days of the date this MOU is signed.

For the Agency



For AFGE/NVAC

10/24/16
Date