

CODING CLARIFIED

Virginia WIOA Grant Funding Directions

Step by Step Instructions for Virginia Candidates

The Workforce Innovation and Opportunity Act (WIOA) provides grant funding that may cover the full cost of your medical coding training. Follow the steps below in order. Read each step carefully before moving to the next.

Part 1: Apply for WIOA Grant Funding

1. **Go to the Virginia Workforce Connection:** <https://vawc.virginia.gov>
2. Scroll to the bottom of the page and click **Contact Us**.
3. Select one of the three options to find the closest location: **Location Search** (Zip Code), **Map of Locations**, or **All Locations**.
4. **Contact your closest workforce office** and request an **eligibility screening for a WIOA Training Grant**.

IMPORTANT: Write down your assigned caseworker's full name and email address. You will need this information for the next step. If you do not have a caseworker yet, that is okay. Complete the form without the caseworker information and we will update it at a later date by sending you a Proposal Update form.

5. **Complete the Proposal & Acceptance form** in its entirety at the link below. This form generates the Proposal & Acceptance Letter that must be submitted to your caseworker:

[Acceptance & Proposal Form](#)

NOTE: Your program start date must be at least two weeks from today's date. Do not submit the form with missing information. Incomplete forms prolong the process and require you to resubmit a new completed form.

6. **Provide your caseworker with CIP Code 51.0713 upon request.**

CIP reference (for informational purposes): [National Center for Education Statistics](#)

Title: Medical Insurance Coding Specialist/Coder

Part 2: Locate Coding Clarified

Use these steps to verify that Coding Clarified is an approved training provider for your state. Your caseworker may also use these steps.

1. **Go to the Virginia Workforce Connection:** <https://vawc.virginia.gov>
2. Scroll down the page a little to the **Job Seekers** section.
3. Click **Training Services**.
4. Click **ETPL Approved Programs**.
5. Click **Filter Criteria**.

6. In the **Provider** name field, type **Coding Clarified**, then press **Enter** on your keyboard.
7. The list will display all of Coding Clarified's ETPL approved programs. Click any program name to view full program information and eligibility details.

Questions or Concerns

If you have any questions, or if your local workforce office has questions for us, please do not hesitate to reach out. We are happy to help.

Email (preferred): contact@codingclarified.com

Phone: 833-633-2633