



HSPD-12 NEWSFLASH

SUBJECT: PERSON MODEL TRAINING

This fall, the National Finance Center (NFC) will release the Person Model. Below are some details on what you can expect regarding Person Model training.

What kind of training will there be?

- Sponsor and Adjudicator training modules will be distributed to Agency Leads, and posted on AgLearn and the LincPass website. Like the NEIS training, the Person Model training will guide users through the system, step-by-step. Person Model Quick Start Guides and Data Entry Guides will be made available as well.

What if I have questions about the training?

- Agency Review Sessions will be conducted with Agency Leads upon request. Attendees will have an opportunity to review training, new system features, and participate in a Q&A session.

What are the expectations of the user?

- Each Person Model user is expected to complete the appropriate training for their role. Sponsors and Data Entry Personnel will review Person Model Sponsor Training, and Adjudicators will review Person Model Adjudicator Training.
- Users should follow their Agency training and approval procedures for Person Model training.

Who should I contact if I have questions?

- Role holders can contact their Agency Leads for non-employee credentialing, listed on the USDA HSPD-12 website. Once training is completed, users may contact the USDA HSPD-12 Help Desk.

When should I take training, and when will Person Model be ready?

- Person Model Role holder training will be available approximately four weeks prior to the release date. The Person Model is expected to go live in October 2011.

More information regarding the Person Model release and training will be forthcoming in the weeks leading up to go-live.

QUESTIONS ABOUT THIS NEWSFLASH OR HSPD-12?

USDA HSPD-12 Website: <http://lincpass.usda.gov>

Contact the USDA HSPD-12 Help Desk:

Toll Free: 1-888-212-9309

Email: HSPD12help@dm.usda.gov

