



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 PowerPoint training modules will be provided. Like the NEIS training, the Person Model training will guide users through the system, step-by-step. Person Model Quick Start Guides, Data Entry Guides, PII collection materials and FAQs will be available as well.

How will training be distributed?

- Training materials will be distributed to Agency Leads and posted on the LincPass website. Training will not be available on Aglearn initially, but will be posted after distribution to Agency leads.

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.
- Agency leads interested in scheduling a review session should contact mgoss@cri-solutions.com.

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 will the training be available?

- Training will be available in late September, approximately four weeks prior to the release date.

When should I take the training?

- Role holders should take the training prior to Person Model go-live.

When will Person Model be ready?

- The Person Model is expected to go live at the end of 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



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