



DHoH Services Compliance - Personnel

1. Personnel Tool 01 (LSF Standard Contract) Did the SPOC complete the most updated version of the Serving Our Customers Who Are Deaf and Hard of Hearing Single Point of Contact (SPOC) Designee Training?
2. Personnel Tool 02 (LSF Standard Contract) Is the training certificate for the Serving Our Customers Who Are Deaf and Hard of Hearing Single Point of Contact (SPOC) Designee Training stored in the SPOC's personnel file?
3. Personnel Tool 03 (Paragraph 36.j.i-viii; CFOP 60-10, Ch 4, Section 4-21) Did the employee complete the new "Foundations of Disability Rights" training if hired as of 2/28/25 or due for annual training?
4. Personnel Tool 04 (LSF Standard Contract Paragraph 36.j.viii) Are the training certificates for the new "Foundations of Disability Rights" (as of 2/28/25) stored in the personnel file?