Front Door Assessor Training Checklist

All Skilled Front Door Assessors must complete the training components below. Other trainings may be added, as needed.

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| --- | --- | --- | --- |
| **Training Component** | **Date Completed** | **Front Door Assessor Initials** | **Coordinated Entry Lead Initials** |
| Signed *Lane County HMIS User Agreement*- **Please check in with your HMIS Agency Admin prior to completing the rest of the this training** |  |  |  |
| Read *Front Door Agencies’ Roles and Expectations\* document* |  |  |  |
| Read and signed *Skilled Front Door Assessor Agreement\** |  |  |  |
| Reviewed *Front Door Assessor Training PowerPoint*\* |  |  |  |
| Submitted and passed *Coordinated Entry Front Door Assessor* quiz with 100% score  (<https://goo.gl/forms/mjK3PcBD8S2JxshG3>) |  |  |  |
| Reviewed *Grievance Protocol\** |  |  |  |
| Reviewed *Front Door Assessor Script*\* |  |  |  |
| Watched VI-SPDAT Video  (<https://www.youtube.com/watch?v=z_pHYPTw0Zw>) |  |  |  |
| Watched VI-FSPDAT Video  (<https://www.youtube.com/watch?v=txTfPWvTXG4&t=7s>) |  |  |  |
| Watched HUD’s Chronic Homeless Webinar up until 30:30 (<https://www.hudexchange.info/trainings/courses/defining-chronically-homeless-final-rule-webinar/>) |  |  |  |
| Shadowed minimum of three Front Door Assessments |  |  |  |
| Other Skilled Front Door Assessor observed the first assessment |  |  |  |

\*Can be found on Lane County’s Coordinated Entry webpage under the Front Door Assessor Training and Tools dropdown tab: <https://www.lanecounty.org/coordinatedentry>

**Scan and send this form, along with the Skilled Front Door Assessor Agreement, to james.ewell@lanecountyor.gov**