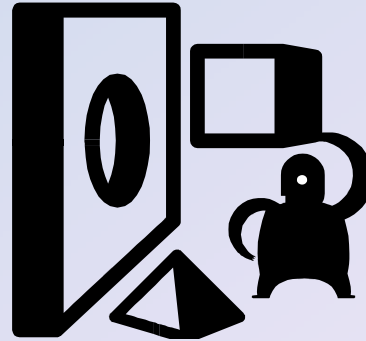




Putting the Pieces Together:



*Explaining the Department of Housing and Urban
Development Training Guidelines for First-Year
Service Coordinators*





HUD's Minimum Training Requirements for *First-Year* Service Coordinators Serving Elderly/Disabled Residents

“All Service Coordinators serving the elderly and people with disabilities must have met a minimum of 36 training hours of classroom/seminar time before hiring, or will complete these minimum training requirements within 12 months of initial hiring.”

-Chapter 8, Section 8.9





Navigating the Terminology

Core Areas = Five (5) main areas of training that encompass related training subject areas

Core Subarea = An area focused on property and property management principles

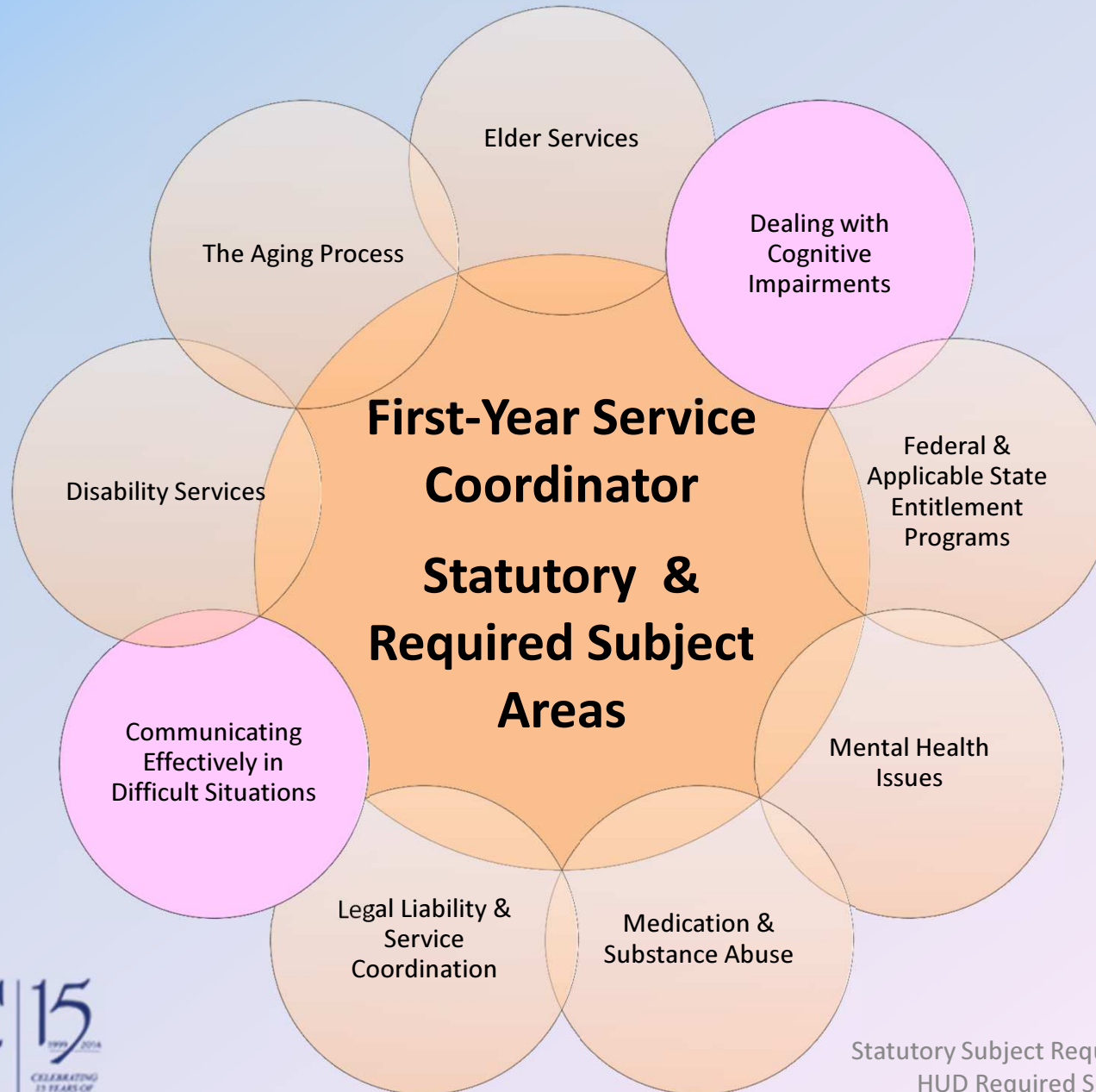
Optional Subjects (Skill) Areas = Related subject areas (under a core area) that are not statutory requirements

HUD Required Subjects (Skill) Areas = Two (2) subject areas that are a HUD requirement

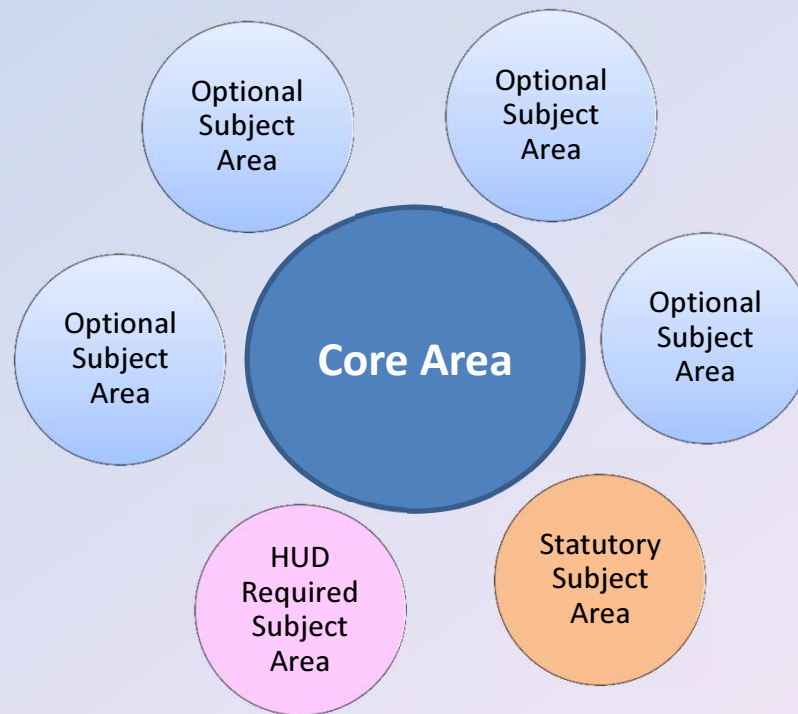
Statutory Subjects (Skill) Areas = A set of seven (7) subject areas required by law



Statutory & Required Subject Areas for First-Year Service Coordinators



Utilizing the Training Charts





Statutory Subject Requirements = Orange
HUD Required Subjects = Pink





Statutory Subject Requirements = Orange
HUD Required Subjects = Pink





Statutory Subject Requirements = Orange
HUD Required Subjects = Pink





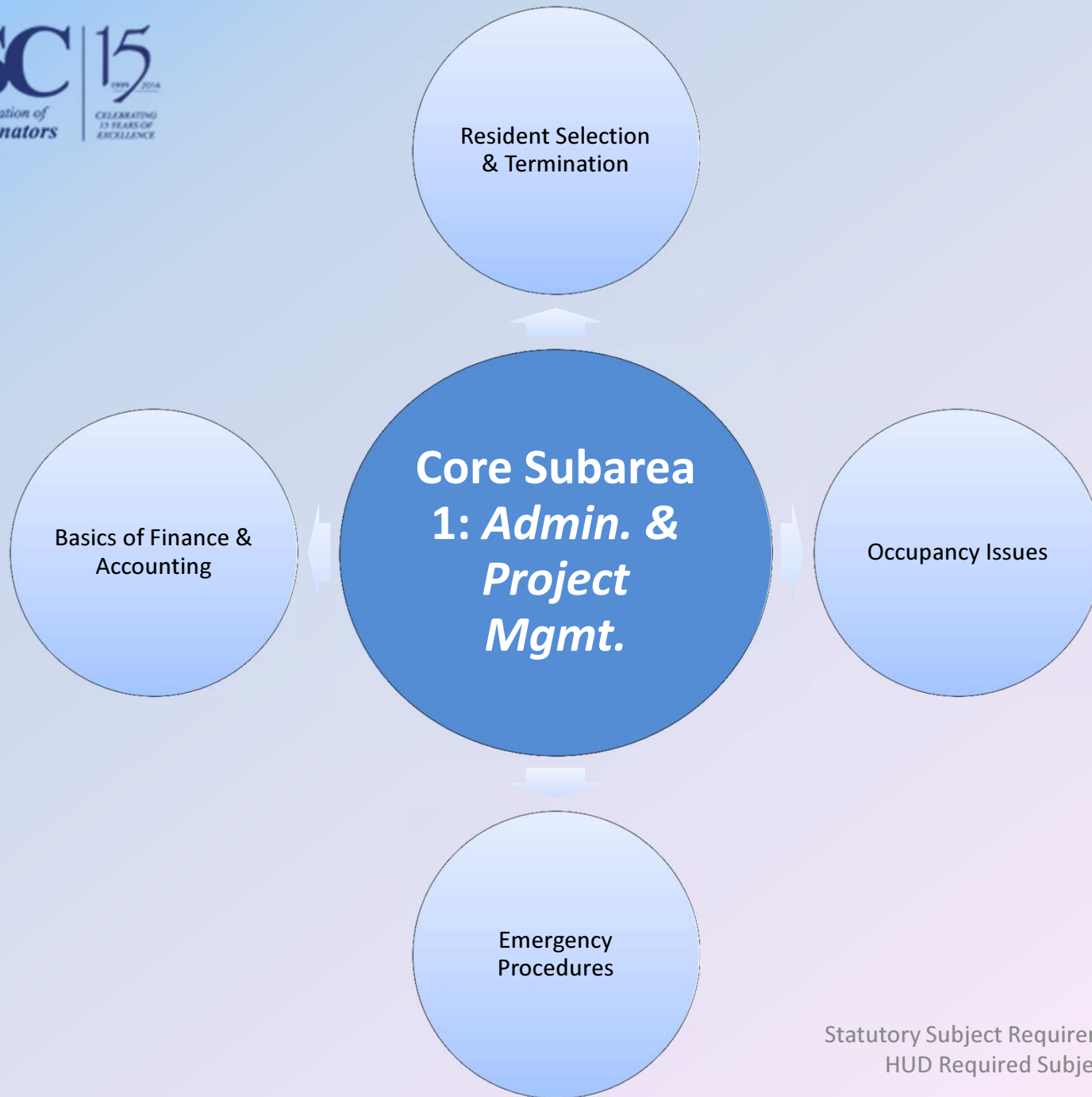
Statutory Subject Requirements = Orange
HUD Required Subjects = Pink





Statutory Subject Requirements = Orange
HUD Required Subjects = Pink





Statutory Subject Requirements = Orange
HUD Required Subjects = Pink





Terminology

Core Areas = Five (5) main categories of training that encompass related training subject (skill) areas that are either statutory or required (for first year SCs) or optional (not required for first year SCs). Veteran SCs are encouraged to attend trainings in the 5 core areas, as part of their on-going professional skill development.

(slides 6-10)

Core Subarea = An area that helps the SC gain a basic understanding of the property and property management principles.

(slide 11)

Optional Subjects (Skill) Areas = Related subjects under a core area that are not statutory for first year SCs, but still count toward the 36 (or 12) hour requirements and are beneficial for any SC's overall skill development.

HUD Required Subjects (Skill) Areas = Two (2) subject (skill) areas that are identified as “**critically important**” for SCs serving the elderly/disabled, and are **HUD requirements** for first year SCs.

(slides 4, 9 & 10)

Statutory Subjects (Skill) Areas = A set of seven (7) required subject (skill) areas that a SC is required **by law** to complete training in, as part of their first year requirements.

(slide 4)





Additional Resources

- *HUD Chapter 8, Section 8.9 (Training Guidelines for Service Coordinators)*
- *Putting the Pieces Together - Handout*
- *AASC Website: www.servicecoordinator.org*
- *HUD Website: www.hud.gov*





Contact Information

HUD Contact Information

U.S. Department of Housing and Urban Development
451 7th Street S.W., Washington, DC 20410
Telephone: (202) 708-1112 TTY: (202) 708-1455
www.hud.gov

AASC Contact Information:

info@servicecoordinator.org

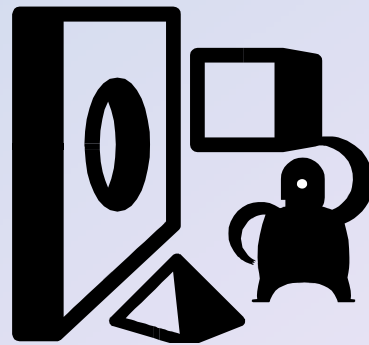
www.servicecoordinator.org

614-848-5958





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