

**INTERNAL
COMMUNICATION FORM**

DEPARTMENT OF HUMAN SERVICES

Suspense

July 31, 2014

Subject: Americans with Disabilities Act, Title II
Self-Evaluation Plan

Originator: G. Watts/x64955
PERS/CRCS

To: SOs, DAs

From: DIR

Date: 07/23/14

Memo No. 1

The Department of Human Services (DHS) 2014-2016 Self-Evaluation Plan is a two-year plan that replaces an existing plan which expires July 31, 2014. ACCESS Task Force members as well as Staff Officers and Division Administrators provided input to this update. A copy of the complete plan can be found in the Civil Rights Folder on the Q Drive as well as the Civil Rights Corner at <http://humanservices.hawaii.gov>.

Three significant additions to the 2014-2016 plan are:

- (1) Standards of Service (Appendix I).
- (2) Request for Auxiliary Aid Form (DHS 6008), with instructions (Appendix J that covers clients and applicants for DHS Programs, Services and Activities).
- (3) A Med-QUEST KOLEA Project update (Appendix K).

A copy of each of these added appendices is attached for your further distribution and use.

Please inform staff of these additions and replace all existing Self-Evaluation Plans with this 2014-2016 plan which is effective August 1, 2014.

Should you have questions, please contact Geneva Watts of the Personnel Office, Civil Rights Compliance Staff, via gwatts@dhs.hawaii.gov or at 586-4955.



DIR

Attachments: Appendix I, Standards of Service
Appendix J, Request for Auxiliary Aid
Appendix K, KOLEA Project Update