

North Country Community Mental Health

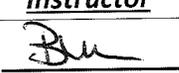
# Training Confirmation

Student ID: 17548

Name: **Jessica Leclair**

Primary Employer: **Beacon Spec Liv Serv**

Primary Hire Date: **1/7/2020**

<u>Class Name</u>	<u>Date/Time</u>	<u>Instructor</u>
<b><u>Recipient Rights / Person Centered Planning</u></b> Cross Street 1066 Cross St., Gaylord	<b>2/6/2020</b> 1:00 PM - 4:00 PM	

## INSTRUCTIONS FOR TRAINING ATTENDANCE

Confirmation of pre-registration is required for all training. You must bring this confirmation with you to every class. The instructor will initial and return the confirmation notice to you as proof of your attendance. If you do not have a confirmation notice, you will NOT be admitted to class. If you need to cancel, 24-Hour WRITTEN notice must be given. Send by email to [providertraining@norcocmh.org](mailto:providertraining@norcocmh.org).

Participants are expected to arrive 15 minutes prior to class start time. Late arrivals will be required to reschedule.

Additional requirements for:

**Medication Administration/Vital Signs**

Are to complete the vital signs training using your current training method (Toolbox, Video, etc.) and practice with other staff prior to coming to the class as there will only be a brief instruction and practice period before completion of the return demonstration.

### Inclement weather procedure:

If Gaylord Public Schools are closed, training will be cancelled. Check your local TV or radio stations.