



BEACON Specialized Living

Training Acknowledgment

Employee Name: Wayne Thompson Policy/Procedure/Topic: See below
 Trained By: Judy Narvija Date Trained: 11-25-20

I acknowledge that I have received training on the above topic, along with supporting policies, forms and procedures.

I understand that it is my responsibility to adhere to the requirements of the training fully, and if I do not understand my responsibility or need clarification, I will seek immediate assistance from a Home Manager in order to act in accordance with state policy, procedures and company expectations.

I understand that this Training Acknowledgment will become part of my permanent employment record, and that failure to apply the principles I was taught in my training will result disciplinary action, up to and including my termination of employment for failure to follow company policy.

Wayne Thompson _____ Date: _____
Judy Narvija _____ Date: _____

Copy to Employee
 Copy to Employee Personnel File/HR

MM001
 HR-042
 CTS-009
 CTS-029



Training Acknowledgment

Employee Name: Wynne Thompson Policy/Procedure/Topic: See Below

Trained By: Jacqueline Wilson Date Trained: 11/25/2020

I acknowledge that I have received training on the above topic, along with supporting policies, forms and procedures.

I understand that it is my responsibility to adhere to the requirements of the training fully, and if I do not understand my responsibility or need clarification, I will seek immediate assistance from a Home Manager in order to act in accordance with state policy, procedures and company expectations.

I understand that this Training Acknowledgment will become part of my permanent employment record, and that failure to apply the principles I was taught in my training will result disciplinary action, up to and including my termination of employment for failure to follow company policy.

Wynne Thompson
Employee Signature

11-25-20
Date

Jacqueline Wilson
Home Manager Signature

11/25/2020
Date

Copy to Employee
Copy to Employee Personnel File/HR

* Staff meeting Agenda *

- Review of policies
- Covid 19 updates
- Documentation progress notes / chart notes / floorbooks
- Medications
- Attendance
- EOC read + sign monthly
- Cleaning
- PLEASE Always WEAR A MASK in the Home (w) Exceptions