BEACON
Specialized Living

Training Acknowledgment

Employee Name: Tammy Gillis   Policy/Procedure/Topic: IC-002, IC-010, IC-007

Trained By: Victoria Frazer, DD   Date Trained: 01/27/2021

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.

_____
Employee Signature

1/27/2021
Date

_____
Home Manager Signature

1/27/2021
Date

Copy to Employee
Copy to Employee Personnel File/HR

Training Acknowledgment

Employee Name: _Tammy Gillis_ Policy/Procedure/Topic: _HR-051, HR-042_

Trained By: _Victoria Frazer, DD_ Date Trained: _01/27/2021_

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.

_____   _1/27/2021_
Employee Signature   Date

_____   _1/27/2021_
Home Manager Signature   Date

Copy to Employee
Copy to Employee Personnel File/HR