



BEACON
Specialized Living

Training Acknowledgment

Employee Name: Kristen STARKS Policy/Procedure/Topic: TABLET
Trained By: Rochel Vermilox Date Trained: 3/23/21

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

Kristen R. Starks

Home Manager Signature

[Signature]

Copy to Employee
Copy to Employee Personnel File/HR

Date

3/23/21

Date

3/23/21

Home Leslie

Home Manager Kristen Starks

Question/Answer on Computer and Internet Access Policy

1. What are tablets to be used for?

- Beacon Clinician: Case Manager, Therapy, BTP Monitoring, Other
- Friday Resident Events (Lauren Thompkins)
- Compliance
- Home Audits

2. Where do you plan to keep the tablet

- Is it accessible when the home manager and assistance are not in the home?
- Is it accessible for night staff?
- Is it accessible for the weekend staff?

Rolling
Computer
Desk Locking
OK
OK
OK
KEYS
SAFE
KEYS

3. When will this be charged?

- At least over night every night

4. Who is going to inservice the resto of your staff?

- Home manager

5. Is the resident allowed to use the tablet in private?

- Yes- home manager may want to have the resident use the office and the manager steps out if there is concern that the resident will not return the tablet

Yes