



Training Acknowledgment

Employee Name: Priscilla Hansen Policy/Procedure/Topic: clocking in/out
Trained By: Brooke Landis Date Trained: 07/08/2021

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.

Priscilla Hansen
Employee Signature

07-08-21
Date

Brooke Lynn Landis
Home Manager Signature

7/8/21
Date

Copy to Employee
Copy to Employee Personnel File/HR



Training Acknowledgment

Employee Name: Priscilla Hansen Policy/Procedure/Topic: Notes
Trained By: Brooke Landis Date Trained: 07-08-21

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.

Priscilla Hansen
Employee Signature

07-08-21
Date

Brooke Lynn Landis
Home Manager Signature

7/8/21
Date

Copy to Employee
Copy to Employee Personnel File/HR



Training Acknowledgment

Employee Name: Priscilla Hansen Policy/Procedure/Topic: on call
Trained By: Brooke Landis Date Trained: 07-09-2021

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.

Priscilla Hansen
Employee Signature

07-09-21
Date

Brooke Lynn Landis
Home Manager Signature

7/8/21
Date

Copy to Employee
Copy to Employee Personnel File/HR



Training Acknowledgment

Employee Name: Priscilla Hansen Policy/Procedure/Topic: Guardians Office
Trained By: Brooke Landis Date Trained: 07-08-21

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.

Priscilla Hansen
Employee Signature

07-08-21
Date

Brooke Lynn Landis
Home Manager Signature

7/8/21
Date

Copy to Employee
Copy to Employee Personnel File/HR



BEACON
Specialized Living

Training Acknowledgment

Employee Name: Priscilla Hansen Policy/Procedure/Topic: Cell Phone Policy
Trained By: Brooke Landis Date Trained: 07-08-21

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.

Priscilla Hansen
Employee Signature

07-08-21
Date

Brooke Lynn Landis
Home Manager Signature

7-8-21
Date

Copy to Employee
Copy to Employee Personnel File/HR



Training Acknowledgment

Employee Name: Priscilla Hansen Policy/Procedure/Topic: Cleaning duties
Trained By: Brooke Landis Date Trained: 07-08-21

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.

Priscilla Hansen
Employee Signature

07-08-21
Date

Brooke Lynn Landis
Home Manager Signature

7/8/21
Date

Copy to Employee
Copy to Employee Personnel File/HR



Training Acknowledgment

Employee Name: Priscilla Hansen Policy/Procedure/Topic: Dignity & Respect
Trained By: Brooke Landis Date Trained: 07-08-21

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.

Priscilla Hansen
Employee Signature

07-08-21
Date

Brooke Lynn Landis
Home Manager Signature

7-8-21
Date

Copy to Employee
Copy to Employee Personnel File/HR