

Learner's Name: Dayna Dishman

## Onboarding Training Status

- Learner's Hire Date: Aug 7 2021
- Toolbox/LMS Trainings
  - o Trainings to be Completed: Aug 14 2021
- CPR/FA Skills
  - o Scheduled: Sep 21, 2021
- CPI Skills Sep. 21, 2021
  - o Scheduled:
- RR Classroom Training Sep. 15 2021
  - o Scheduled:
- DMA Virtual Classroom Training Oct. 5, 2021
  - o Scheduled:
- Medical Skills Oct. 5 2021
  - o Contact Medical Nurse to Schedule (if no date)
- Next Step Username and Password: ddishman 16623@Cacc
- Initial Training & Employee Database with all Required Documentation -

TELL all onboarding training are required to be completed within the first 30 days from hire. If training is not completed within the first 30 days, Learning & Development may recommend removal from schedule until training is completed. REVIEW remaining trainings with new DSP and discuss a game plan for completion. REINFORCE the importance of attending the RR Classroom Training as scheduled. RR Training requires a consistent internet signal, constant engagement in the class, an active video camera, and the completion of a quiz at the end. If the RR completion certificate is sent to your email, please forward to your Home Manager to upload into your training compliance file.

By signing the acknowledgement below, the Home Manager confirms that the above information about Initial Training & Employee Database with all Required Documentation was reviewed.

Dayna Dishman

Learner

Kristin R. Slatt

Home Manager

10-16-21

Date

10-16-21

Date

# Training Acknowledgement

- Toolbox Trainings
- CPR/FA Skills
- CPI Skills
- Recipient Rights Classroom Training
- DMA Virtual Classroom Training
- Medical Training
- DMA In-Service Training
- Shadow Shift Daily Assessments
- Competency Assessment
- Competency Assessment Uploaded into LMS/Star Services

In signing this document, I acknowledge that I have completed Beacon Specialized Living's Onboarding requirement, including Beacon's Toolbox Training, CPI and CPR/First Aid In-Person Skill Sessions, DMA Virtual Training, Recipient Rights Classroom Training, In-Home Orientation Checklist, and Competency Assessments.

I agree to abide by the policies and procedures that were explained in this training. I understand that if I have any questions about the training, materials presented, or information not addressed in the training, or if I encounter any problems, it is my responsibility to seek clarification from my Home Manager and/or District Director.

Raymond Johnson

Learner

Jaylir Maloney

Assigned In-Home Trainer

Krista R. Stant

Home Manager

SEP. 20, 2021

Date

9-20-2021

Date

9/20/21

Date

- In-Home Orientation Checklist Uploaded into LMS/Star Services by HM
- Training was completed within 30 days from Learner's Hire Date.
- Training was not completed within 30 days from Learner's Hire Date.