



Training Acknowledgment

Employee Name: Stephen Bailey Policy/Procedure/Topic: See below
Trained By: Sierra Way Date Trained: 11/2/21

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.

Steve Bailey
Employee Signature

11/2/21
Date

Sierra Way
Home Manager Signature

11/2/21
Date

Copy to Employee
Copy to Employee Personnel File/HR

monthly uploads

Tornado log
menu consumption log
Medication attestation Form

Fire drills
Fire extinguisher log

Freezer temp logs
Fridge temp logs

Glucometer log

Home E-Score
infection control

med equip log
med fridge temp log
Van travel log

Tornado drills
monthly staff meeting
monthly Resident Meeting
Resident assignment log
Sharps log

Staff daily Checklist
Vehicle inspection report
Resident transfer log