



## Training Acknowledgment

Employee Name: Robert Hurd Policy/Procedure/Topic: EE/IE's Reporting  
Trained By: Kelly Knutsch Date Trained: 11/10/21

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.

Robert Hurd  
Employee Signature

11/10/21  
Date

Kelly Knutsch  
Home Manager Signature

11/10/21  
Date

Copy to Employee  
Copy to Employee Personnel File/HR



## Training Acknowledgment

Employee Name: Tasha Lemar Policy/Procedure/Topic: ER/IDs Reporting  
Trained By: Kelly Knutsch Date Trained: \_\_\_\_\_

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Tasha Lemar  
Employee Signature

11-8-21  
Date

Kelly Knutsch  
Home Manager Signature

11-8-21  
Date

Copy to Employee  
Copy to Employee Personnel File/HR



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### Training Acknowledgment

Employee Name: Jennifer Bones Policy/Procedure/Topic: ELIIR's Reporting  
Trained By: Kelly Kautsch Date Trained: \_\_\_\_\_

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Jennifer Bones  
Employee Signature

11-8-21  
Date

Kelly Kautsch  
Home Manager Signature

11-8-21  
Date

Copy to Employee  
Copy to Employee Personnel File/HR



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### Training Acknowledgment

Employee Name: Taylor Vain Policy/Procedure/Topic: ER/FLS Reporting  
Trained By: Kelly Kruttsch Date Trained: \_\_\_\_\_

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Taylor Vain

Employee Signature

11-8-21

Date

Kelly Kruttsch

Home Manager Signature

11-8-21

Date

Copy to Employee  
Copy to Employee Personnel File/HR



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### Training Acknowledgment

Employee Name: Carla Wisk Policy/Procedure/Topic: EE/ID's Reporting  
Trained By: Kelly Kautsch Date Trained: \_\_\_\_\_

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Carla Wisk  
Employee Signature

11/8/21  
Date

Kelly Kautsch  
Home Manager Signature

11-8-21  
Date

Copy to Employee  
Copy to Employee Personnel File/HR



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### Training Acknowledgment

Employee Name: Tyshai McClain Policy/Procedure/Topic: EE/IRs Reporting  
Trained By: Kelly Kruttsch Date Trained: \_\_\_\_\_

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Tyshai McClain  
Employee Signature

11/12/21  
Date

Kelly Kruttsch  
Home Manager Signature

11-12-21  
Date

Copy to Employee  
Copy to Employee Personnel File/HR