



Med packs -
packing slips

Training Acknowledgment

Employee Name: V. Matamoros-Morales

Medication Book / Poster Book

Hypo, Hyper, CPR, Attestation form, on-call

Trained By: Jim Howard

Date Trained: _____

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.

V. Matamoros-Morales
Employee Signature

11/22/21
Date

[Signature]
Home Manager Signature

Date

- Copy to Employee
- Copy to Employee Personnel File/HR



Training Acknowledgment

Employee Name: Victoria Matamoros Morales Policy/Procedure/Topic: Cellular phones

Trained By: Tony Giancaspro Date Trained: 11-22-2021

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.

Victoria Matamoros Morales
Employee Signature

11.22.21
Date

Home Manager Signature

Date

Copy to Employee
Copy to Employee Personnel File/HR



Training Acknowledgment

Employee Name: Victoria Matamoros Policy/Procedure/Topic: Personal Device

Trained By: Tony Giancaspro Date Trained: 11/22/2021

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.

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V. Matamoros Morales
Employee Signature

11/22/21
Date

[Signature]
Home Manager Signature

Date

Copy to Employee
Copy to Employee Personnel File/HR



BEACON
Specialized Living

Training Acknowledgment

Employee Name: Victoria Matamoros Policy/Procedure/Topic: Dress Code- Attire & Gro

Trained By: Tony Giancaspro Date Trained: 11-22-2021

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.

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V. Matamoros Morales
Employee Signature

11/21/21
Date

[Handwritten Signature]
Home Manager Signature

Date

Copy to Employee
Copy to Employee Personnel File/HR



Training Acknowledgment

Employee Name: Victoria Matamoros Policy/Procedure/Topic: Documentation

Trained By: Tony Giancaspro Date Trained: 11/22/2021

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.

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V. Matamoros
Employee Signature

11/22/21
Date

Home Manager Signature

Date

Copy to Employee
Copy to Employee Personnel File/HR



Training Acknowledgment

Employee Name: Victoria Matamoros-Morales Policy/Procedure/Topic: PRN follow up

Trained By: Tony Giancaspro Date Trained: 11/22/2021

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.

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Victoria Matamoros Morales
Employee Signature

11/22/21
Date

Home Manager Signature

Date

Copy to Employee
Copy to Employee Personnel File/HR



Training Acknowledgment

Employee Name: Victoria Matamoras-Morales Policy/Procedure/Topic: Cleaning

Trained By: Tony Giancaspro Date Trained: 11/22/2021

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.

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Victoria Matamoras-Morales
Employee Signature

11/22/21
Date

Home Manager Signature

Date

Copy to Employee
Copy to Employee Personnel File/HR



Training Acknowledgment

Employee Name: Victoria Matamoros Policy/Procedure/Topic: Finalizing note

Trained By: Tony Giancaspro Date Trained: 11/22/2021

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.

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Victoria Matamoros
Employee Signature

11/22/21
Date

Home Manager Signature

Date

Copy to Employee
Copy to Employee Personnel File/HR



Training Acknowledgment

Employee Name: Victoria Matamoros Policy/Procedure/Topic: Sleep on shift

Trained By: Tony Giancaspro Date Trained: 11/22/2021

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.

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Victoria Matamoros Morales
Employee Signature

11/22/21
Date

Home Manager Signature

Date

Copy to Employee
Copy to Employee Personnel File/HR