



Training Acknowledgment

Employee Name: Dorothy A. 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.

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.

Dorothy Ardet
Employee Signature

[Signature]
Home Manager Signature

11/22/21
Date

Date

Copy to Employee
Copy to Employee Personnel File/HR



Training Acknowledgment

Employee Name: Dorothy A Policy/Procedure/Topic: Dress Code- Attire & Gro
Trained By: Tony Giancaspro Date Trained: 11-22-2021

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Dorothy Artist
Employee Signature

11/22/21
Date

Home Manager Signature

Date

Copy to Employee
Copy to Employee Personnel File/HR



Training Acknowledgment

Employee Name: Dorothy A. Policy/Procedure/Topic: Company vehicle and ac
Trained By: Tony Giancaspro Date Trained: 11-22-2021

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Dorothy Artist
Employee Signature

11/22/21
Date

[Signature]
Home Manager Signature

Date

Copy to Employee
Copy to Employee Personnel File/HR



Training Acknowledgment

Employee Name: Dorothy A. Policy/Procedure/Topic: Sleep on shift
Trained By: Tony Giancaspro Date Trained: 11/22/2021

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Dorothy Artist.
Employee Signature

11/22/21
Date

Home Manager Signature

Date

Copy to Employee
Copy to Employee Personnel File/HR



Training Acknowledgment

Employee Name: Dorothy A. Policy/Procedure/Topic: Cellular phones
Trained By: Tony Giancaspro Date Trained: 11-22-2021

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Dorothy A.
Employee Signature

11/22/21
Date

Home Manager Signature

Date

Copy to Employee
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Training Acknowledgment

Employee Name: Dorothy A. Policy/Procedure/Topic: Personal Device
Trained By: Tony Giancaspro Date Trained: 11/22/2021

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Dorothy Artist
Employee Signature

11/22/21
Date

Home Manager Signature

Date

Copy to Employee
Copy to Employee Personnel File/HR



Training Acknowledgment

Employee Name: Dorothy A. Policy/Procedure/Topic: Finalizing note
Trained By: Tony Giancaspro Date Trained: 11/22/2021

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Dorothy A. [Signature]
Employee Signature

11/22/21
Date

[Signature]
Home Manager Signature

Date

Copy to Employee
Copy to Employee Personnel File/HR



Training Acknowledgment

Employee Name: Dorothy A. Policy/Procedure/Topic: Documentation
Trained By: Tony Giancaspro Date Trained: 11/22/2021

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Dorothy Artist
Employee Signature

[Signature]
Home Manager Signature

11/22/21
Date

Date

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