



Staff Orientation Record: Person-Specific

Employee name: Kristi LeMarie

Supervisor name: Amber Cairl

Date: 03/14/2025

Program name: BrightPath LLC. Home & Community-Based Services

Before having unsupervised direct contact with persons served or for whom the staff has not previously provided direct support or any time these plans or procedures are revised, staff must review and receive instruction in the following areas as they relate to the staff's job functions for that person. **Complete this form for all persons served to whom the staff person will be providing direct contact services.**

Staff will review the Support Plan, Support Plan Addendum, Self-Management Assessment, and Individual Abuse Prevention Plan at orientation and ongoing as plans are updated. Staff will review to achieve and demonstrate an understanding of the person as a unique individual and how to implement those plans. Include outcomes, behavior plans, and any document specific to the person. Other topics, as determined necessary according to the person's Service and Support Plan or identified by the company, will be outlined as needed.

Person Served: Heinrich Von Mende

Support Plan-Addendum (SPA)

*Please review all service outcomes for the individual and state the purpose of the outcome and **one** thing you, as staff, need to do to assist them with the outcome effectively.*

<u>Outcome 1:</u> Heinrich will have support with managing his household tasks including light cleaning, organizing, doing laundry, meal planning, cooking, and grocery shopping. Heinrich will also receive assistance with budgeting and completing paperwork to maintain his benefits and housing.
<u>Outcome 2:</u> Heinrich would like to learn the skills to access and attend his medical appointments; including preventive screenings and medical appointments as recommended by his providers.
<u>Outcome 3:</u> Heinrich will have meaningful access to the community to get his basic necessities and engage in enjoyable activities to increase community integration and decrease isolation.

Does this person have a rights restriction in place to provide for their health/safety?	Yes X No If yes, explain briefly:
Can this person use dangerous items or equipment?	X Yes



	No If yes, explain briefly: No limitations, lives independently
Does this individual require you to use permitted actions/procedures to assist them with daily routines/activities or restraint to position them due to a physical disability?	Yes <input checked="" type="checkbox"/> No If yes, explain briefly:

Self-Management Assessment (SMA)

The information presented within a Self-Management Assessment must describe the person’s overall strengths, functional skills and abilities, and behaviors or symptoms. The assessment information provides the basis for identifying and developing supports and methods to be implemented to support the accomplishment of outcomes related to acquiring, retaining, or improving skills.

Assessment Area	Does the person need/want support?	If yes, how should you provide support?
Allergies:	No	Manages independently
Seizures:	No	No history
Chronic Medical Conditions	Yes	IHS staff will be aware of Heinrich's Chronic Medical Conditions. IHS staff will teach Heinrich the skills to schedule his medical appointment as needed.
Risk of falling (state-specific need):	No	Manages independently
Mobility issues (include specific issues):	No	Manages independently
Community survival skill:	No	Manages independently
Water safety skills:	No	Manages independently
Self-injurious behavior (state behavior):	Yes	IHS staff will be aware of Heinrich's substances use. IHS staff will support Heinrich with scheduling medical appointment.
Property destruction (state behavior):	No	No history



Suicidal ideation, thoughts, or attempts:	No	No history
Mental or emotional health symptoms and crises (state diagnosis):	Yes	IHS staff will be mindful of Heinrich's mental health symptom. IHS staff will help assist Heinrich in participating in person-centered coping skills should he identify his mental health is declining. IHS staff will assist Heinrich with scheduling medical appointments.

Individual Abuse Prevention Plan (IAPP)

The plan shall include a statement of measures that will be taken to minimize the risk of abuse to the vulnerable adult when the individual assessment required in section 626.557, subdivision 14, paragraph (b), indicates the need for measures in addition to the specific measures identified in the program abuse prevention plan. The measures shall include the specific actions the program will take to minimize the risk of abuse within the scope of the licensed services and will identify referrals made when the vulnerable adult is susceptible to abuse outside the scope or control of the licensed services. When the assessment indicates that the vulnerable adult does not need specific risk reduction measures in addition to those identified in the program abuse prevention plan, the individual abuse prevention plan shall document this determination.

Sexual Abuse		
Is the individual susceptible to abuse in this area?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If yes, how will you minimize the risk of abuse?		
Physical Abuse		
Is the individual susceptible to abuse in this area?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<p>If yes, how will you minimize the risk of abuse? Heinrich is familiar with his current surroundings and typically does not access the community alone. He is skilled in using navigation tools, such as his cell phone map, to find his way when he is out. However, Heinrich has recently moved to a new area and is not yet familiar with this location. IHS staff will work alongside Heinrich to explore the community, helping him become comfortable with his new surroundings and learn how to seek assistance when needed. These opportunities will support Heinrich in navigating his environment with greater confidence and independence.</p> <p>Heinrich and staff will include this area in his Emergency Backup Plan. Together, they will work on identifying scenarios where Heinrich might encounter a verbally or physically aggressive individual and develop strategies to help him remain safe. Staff will incorporate conflict resolution and de-escalation techniques into these discussions to prepare Heinrich for managing such situations</p>		



effectively

Staff will use person-centered coaching techniques to support Heinrich during these moments, helping him take a deep breath, calm himself, and remove himself from the situation if needed. Once Heinrich feels more composed, staff will encourage him to reflect on what happened and discuss alternative actions he could take if a similar situation arises in the future.

Self-Abuse

Is the individual susceptible to abuse in this area?

Yes

No

If yes, how will you minimize the risk of abuse? Staff will remain mindful of Heinrich's needs and vulnerabilities, providing assistance and support within the scope of IHS with Training. Staff will work collaboratively with Heinrich to build skills that promote greater independence in completing Instrumental Activities of Daily Living (IADLs). This may include helping Heinrich establish a consistent daily routine for personal care tasks and offering reminders, as needed, to ensure these tasks are completed.

Whenever IHS staff are working with Heinrich, they will stay with him at all times while out in the community to ensure his safety and well-being. Staff will provide transportation during scheduled IHS shifts when Heinrich needs to access the community. To assist with mobility, staff will remind Heinrich to use his walker for short distances and encourage the use of a wheelchair or electric scooter for longer outings. Before heading out, IHS staff will ensure that Heinrich's portable oxygen concentrator is fully charged. If any issues or concerns arise regarding his physical health, whether at home or in the community, staff will immediately call 911 for assistance.

Financial Exploitation

Is the individual susceptible to abuse in this area?

Yes

No

If yes, how will you minimize the risk of financial exploitation?

Positive Support Strategies

When this individual is frustrated, they can express it in these ways: Heinrich may become agitated and short with his responses

Supporting this individual in these ways will help them feel **less** frustrated: Staff will be calm and use gentle tones when communicating. Staff will use empathetic listening and offer solutions if Heinrich asks.



Supporting this individual in these ways will make them feel **more** frustrated: Ignoring him, not listening, being pushy.