



### Staff Orientation Record: Person-Specific

**Employee name:** Casey Hinck

**Supervisor name:** Jessica Dudas

**Date:**03/13/2025

**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:** Daniel Anderson

### 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.*

Outcome 1: Household Management: Daniel wants to work with staff to organize his desk area and set up an organizational system to reduce clutter in his apartment. Donald will work with IHS staff for 75% of all trials over the next year on implementing an organizational system to reduce clutter in his apartment.

Outcome 2: Community Participation:  
Daniel expressed interest in being more involved with people and visiting his family more frequently. With the support of IHS staff, Daniel wants to research activities or events in his area and attend a car show. Daniel will research, plan, and attend one new community activity per month for 75% of trials over the next annual year.

Outcome 3: N/A

Does this person have a rights restriction in place to provide for their health/safety?

- Yes
- No



	If yes, explain briefly:
Can this person use dangerous items or equipment?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, explain briefly: Daniel Anderson lives independently in his apartment.
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?	<input type="checkbox"/> 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: Dilantin	No	N/A
Seizures: N/A	No	N/A
Chronic Medical Conditions: Thrombophlebitis, COPD, Hyperlipidemia, Intertrigo, Flatulence, Osteoarthritis, Obesity, Hypertension, Dermatophytosis, Foot Pain, Dry Skin, Sleep Apnea, and Heel Pain	No	N/A
Risk of falling (state-specific need):Falling, due to chronic medical conditions	No	N/A
Mobility issues (include specific issues): Mobility Issues	Yes	Staff will be aware of Daniel's mobility and remind him to use his walker in the community. Staff will also remind Daniel to charge and bring his PER device with him so that he can get help when



		needed. Daniel will avoid using stairways and uneven terrain and take breaks often when out in the community with IHS staff. Should Daniel request support from staff, staff will offer their arm. Should Daniel fall, staff will check for injuries, call 911 if needed, and notify the DC.
Community survival skill:N/A	N/A	N/A
Water safety skills: Swimming	No	Daniel reported that he could swim, although he hadn't gone swimming in a very long time.
Self-injurious behavior (state behavior): N/A	N/A	N/A
Property destruction (state behavior): N/A	N/A	N/A
Suicidal ideation, thoughts, or attempts:N/A	N/A	N/A
Mental or emotional health symptoms and crises (state diagnosis): Schizophrenia, Depression, Anxiety	No	Daniel can verbally communicate to his support team should he need support with his mental health and can participate in person-centered coping skills.  IHS staff will be aware of Daniel's mental health symptoms and that Daniel can self-manage independently in this area. IHS staff will advocate for Daniel should he need assistance with his mental health or if it's declining.

### 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.



<b>Sexual Abuse</b>		
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?		
<b>Physical Abuse</b>		
Is the individual susceptible to abuse in this area?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, how will you minimize the risk of abuse? Daniel and the staff will work on identifying situations in which he may deal with a verbally or physically aggressive person and identify strategies he can use to keep himself safe. Staff will include conflict resolution strategies or de-escalation techniques when dealing with someone aggressive. Staff will also assist with creating a safety plan for when staff are not around. IHS staff will intervene to protect Daniel if an altercation occurs with Daniel and other community members. This may include assisting him with de-escalating the situation, verbal prompting, gesturing, or providing physical assistance to guide Daniel away from the situation or aggressor. IHS staff will call 911 should they feel that Daniel's physical safety and the safety of others is an imminent risk of harm		
<b>Self-Abuse</b>		
Is the individual susceptible to abuse in this area?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, how will you minimize the risk of abuse? Daniel can self-administered his medications as prescribed independently but often forgets to take his medications. Daniel reported during his annual meeting that switching to Genoa Pharmacy and having his medications packaged by them helped him remember his medications. Daniel reported that Genoa Pharmacy packages his medications in one package for his morning and night medications. BrightPath does not managed any medication administrations for Daniel. IHS staff can assist Daniel in setting reminders on his phone or using other medical devices such as an alarm pill dispenser to assist Daniel in reminding him to take his medications as prescribed. IHS staff can assist Daniel in scheduling with his medical providers or skill nursing to set up a alarm pill dispenser as needed. BrightPath staff are not trained in medication administration and can not assist Daniel with medication administration. Daniel, at times, understands that taking his medications as prescribed how it can affect his health. Daniel can verbally communicate to his support team should he need support and can schedule medical appointments as needed. Daniel has access to BrightPath's 24-Hour Emergency Assistance line and can call the EA line anytime for support. For medical emergencies, Daniel is aware he would call 911. Should BrightPath staff have concerns about self-abuse, they will follow BrightPath Maltreatment of Vulnerable Adults Mandated Reporting Policy. This can include making an Internal Report to BrightPath's Designated Agent or an external report directly to MAARC at (844) 880-1574 immediately within 24 hours.		



Financial Exploitation		
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 financial exploitation?		

Positive Support Strategies
When this individual is frustrated, they can express it in these ways: Daniel reports not getting frustrated often, and he can verbally communicate his frustrations to staff while they are happening.
Supporting this individual in these ways will help them feel <b>less</b> frustrated: Give him time to respond and avoid being too loud while you are supporting him.
Supporting these individuals in these ways will make them feel <b>more</b> frustrated: Fast movements, high energy, and rushing.

Casey Hinck completed the above training for Daniel Anderson on 03/13/2025.