



### 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: Cathay Jennings

### 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.*

<p><u>Outcome 1:</u> Household Management: IHS staff will assist Cathy in creating routine grocery lists, organizing personal items and common areas of her residence. Staff with help Cathy skill build to meet her organizational goals for 75% of trials over the next annual year.</p>
<p><u>Outcome 2:</u> Community Participation: Cathy will have meaningful access to the community to get her important necessities and engage in enjoyable activities to increase community integration and decrease isolation for 75% of trials over the next annual year.</p>
<p><u>Outcome 3:</u></p>

Does this person have a rights restriction in place to provide for their health/safety?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
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	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: 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?	<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: A variety of allergies. Allergies with seasons, environmental, medications	N	Cathy self manages her allergies
Seizures: N/A	N	N/A
Chronic Medical Conditions Fibromyalgia, COPD, chronic fatigue,	N	Cathy manages her chronic medical conditions independently. Cathy sees a chiropractor and does acupuncture, she manages these appointments independently.
Risk of falling (state-specific need): Medical Conditions and Fatigue	N	Cathy actively seeks methods to increase and strengthen her overall physical mobility.
Mobility issues (include specific issues): Prevention of mobility issues by staying active	Y	Cathy enjoys taking walks to help boost her legs and back and would benefit from staff accompanying her on these walks in case of a fall; staff can provide hands-on assistance to ensure Cathy's safety.
Community survival skill:N	N	N/A



Water safety skills: N/A	N	N/A
Self-injurious behavior (state behavior): N/A	N	N/A
Property destruction (state behavior): N/A	N	N/A
Suicidal ideation, thoughts, or attempts: N/A	N	N/A
Mental or emotional health symptoms and crises (state diagnosis): Depression, situational/environmental anxiety and trauma, PTSD.	Y	Cathy may have an anxiety attack when out in the community or overwhelmed. Staff can support with routine and being aware that Cathy could have an anxiety attack. Staff will support Cathy with prompts to take a deep breath and be reminded of breathing techniques. Staff may be proactive by practicing these breathing techniques beforehand so that, should it occur, Cathy has proper coping skills.

### 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?

Cathy and staff will collaborate to identify situations where she may encounter verbally or physically aggressive individuals and develop strategies to ensure her safety. Staff will incorporate conflict resolution and de-escalation techniques to help Cathy manage these encounters. In the event of an altercation involving Cathy and others in the community, IHS staff will intervene to protect her. This may involve assisting with de-escalation, providing verbal prompts, using gestures, or offering physical assistance to guide Cathy away from the situation or aggressor. If staff perceive an imminent risk to Cathy's or others' physical safety, they will call 911. IHS staff will prioritize de-escalation and protecting

### Self-Abuse

Is the individual susceptible to abuse in this area?

Yes

No

If yes, how will you minimize the risk of abuse?

### 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: verbal aggression, talking it out.

Supporting this individual in these ways will help them feel **less** frustrated: active listening, letting her talk about it, and acknowledging her thoughts or feelings

Supporting this individual in these ways will make them feel **more** frustrated: Letting Cathy lead the conversation, listening to Cathy, keeping her active, respecting her life style choices and clean eating habits