



Staff Orientation Record: Person-Specific

Employee name: Anthony Bosak

Supervisor name: Casey Hinck

Date: 03/17/2025

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: Seth Loftus

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> Household Management: Seth would like support with some of his household tasks including cleaning, organization, meal planning, cooking, grocery shopping.
<u>Outcome 2:</u> Community Participation: Seth would like to access the community for errands and other enjoyable activities as identified by Seth.
<u>Outcome 3:</u> Health, Safety & Wellness: Seth would like support with maintaining his self-care tasks independently.
<u>Outcome 4:</u> Seth would like to learn skill to manage his finances a such as budgeting and gaining self awareness around his finances.

Does this person have a rights restriction in place to provide for their health/safety?	Yes No * If yes, explain briefly:
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Can this person use dangerous items or equipment?	Yes No * If yes, explain briefly:
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 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: Seasonal allergies	N	N/A
Seizures:	N	N/A
Chronic Medical Conditions	N	N/A
Risk of falling (state-specific need):N/A	N	N/A
Mobility Issues N/A	N	N/A
Community survival skill: Needs support	Y	HS staff will be aware that Seth needs support while accessing the community. IHS staff will assist Seth in using other transportation such as metro mobility, metro transit, Uber/Lyft rides, and other public transportation. Staff will work with Seth on learning self-preservation skills for accessing and navigating the community and developing a safety plan for when staff are not around. This may include making sure he has his cell phone fully charged and has his cell phone with him. Calling his 24-hour Emergency Assistance for problem-solving safety concerns he may have.



Water safety skills: Can Swim	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/A	N/A
Mental or emotional health symptoms and crises (state diagnosis): ADHD, PTSD, Depression, Anxiety	Y	IHS staff will be aware of Seth's mental health diagnosis. IHS staff will support Seth in person-centered coping skills should Seth identify his mental health is declining. IHS staff will report any new or worsening symptoms to the support team.

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 checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<p>If yes, how will you minimize the risk of abuse? Staff will use natural teaching moments while out with Seth to practice and encourage self-advocacy skills. Staff will monitor Seth for signs of abuse while providing for services and report any noted suspicions in ordnance with Bright Path's reporting policy.</p> <p>Staff will use natural teaching moments while out with Seth to practice and encourage self-advocacy skills and practicing safe personal boundaries. Staff will monitor Seth for signs of abuse while providing for services and report any noted suspicions in ordnance with Bright Path's reporting policy</p> <p>Staff will use natural teaching moments while out with Seth to practice and encourage</p>		



self-advocacy skills and practicing safe personal boundaries. Staff will monitor Seth for signs of abuse while providing for services and report any noted suspicions in accordance with Bright Path's reporting policy.

Should BrightPath staff have concerns of sexual abuse, they will follow Bright Path Maltreatment of Vulnerable Adults Mandated Reporting Policy. This can include making an Internal Report to BrightPath Designated Agent or making an external report directly to MAARC at (844) 880-1574, immediately within 24 hours. Staff will also follow BrightPath Incident Report Policy by filling out an Incident Report and notifying the Designated Manager immediately within 24 hours. The Designated Manager will then update Seth's Legal Representatives and Case Manager within 24 hours of occurrence or within 24 hours of discovering the incident.

Physical Abuse

Is the individual susceptible to abuse in this area?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
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If yes, how will you minimize the risk of abuse?
Staff will work with Seth on identifying safe and unsafe situations as they naturally occur while providing services. Staff will assist Seth out in the community and will assist Seth directly when providing services in the home.

If staff members witness a potentially abusive situation occurring staff will place themselves between Seth and the individual and request Seth to move to a safe area. If the situation is not safe, staff members will call 911.

Should BrightPath staff have concerns of physical abuse, they will follow Bright Path Maltreatment of Vulnerable Adults Mandated Reporting Policy. This can include making an Internal Report to BrightPath Designated Agent or making an external report directly to MAARC at (844) 880-1574, immediately within 24 hours. Staff will also follow BrightPath Incident Report Policy by filling out an Incident Report and notifying the Designated Manager immediately within 24 hours. The Designated Manager will then update Seth's Legal Representatives and Case Manager within 24 hours of occurrence or within 24 hours of discovering the incident.

Self-Abuse

Is the individual susceptible to abuse in this area?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
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If yes, how will you minimize the risk of abuse?

Financial Exploitation

Is the individual susceptible to abuse in this area?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
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If yes, how will you minimize the risk of financial exploitation?



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Positive Support Strategies

When this individual is frustrated, they can express it in these ways: he can walk away, call the 24-hour EA line, listen to classical music, verbally process in his room with the door shut until he is calm.

Supporting this individual in these ways will help them feel less frustrated: letting him know when you will arrive for your shift, tell him about any changes of plans or time
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Supporting this individual in these ways will make them feel more frustrated: demanding tone, tell him what to do, not helping him with his household chores, not telling him about changes to his routine or schedule.
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