



Staff Orientation Record: Person-Specific

Employee name: Veronica Schmitz

Supervisor name: Amber Cairl

Date: 03/18/2025

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: James Flack

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> provide support and/or teaching, cueing, maintenance, guidance, instruction, and assistance with instrumental activities of daily living.
<u>Outcome 2:</u> coordination of community living activities
<u>Outcome 3:</u> skills to retain or improve James's experience living in the community.

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: James lives



	in his own home 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?	<p>Yes</p> <p><input checked="" type="checkbox"/> No</p> <p>If yes, explain briefly:</p>

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	
Seizures:	No	
Chronic Medical Conditions	Yes	James needs reminders for upcoming appointments.
Risk of falling (state-specific need):	Yes	remind him to use his walker or walking stick to support his mobility while moving around his apartment or in the community.
Mobility issues (include specific issues):	Yes	remind him to use his walker or walking stick to support his mobility while moving around his apartment or in the community.
Community survival skill:	No	
Water safety skills:	No	
Self-injurious behavior (state behavior):	No	
Property destruction (state behavior):	No	
Suicidal ideation, thoughts, or attempts:	No	
Mental or emotional health symptoms and crises (state	Yes	attentive to James’s mental health symptoms and can assist him with scheduling medical appointments as needed. They will also provide redirection if James



diagnosis):		shows signs of anxiety or depression, encouraging him to use person-centered coping skills. Additionally, staff will remind James to utilize the BrightPath 24-Hour EA line for mental health support whenever needed.
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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
If yes, how will you minimize the risk of abuse? de-escalation techniques, offering verbal prompts, using gestures, or providing physical assistance to remove James from the situation or the aggressor. If there is an immediate risk to James's physical safety or the safety of others, IHS staff will promptly calling 911		
Self-Abuse		
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? Staff will provide verbal prompts and cues to assist James with self-preservation skills as needed. Support will be offered to help James build independence while ensuring he receives the necessary assistance. James also has access to BrightPath 24-hour EA line, and staff will encourage him to utilize this resource whenever needed		



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: being closed off and anxiety

Supporting this individual in these ways will help them feel **less** frustrated: building rapport with the individual and trying to support them the best I can

Supporting this individual in these ways will make them feel **more** frustrated: I'm not sure where to find this information .