



## 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: Aaron Godzala

### 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:** Aaron would like to use his stove more independently. Aaron will cook a meal on the stove at least twice per month. 75% of all months throughout the annual year. Staff will plan with Aaron what days he would like to cook and what he would like to cook. Staff will support Aaron with stove safety, how to adjust the temp according to a recipe, and general heat guidelines for things (i.e. boiling pasta, cooking chicken, etc).

**Outcome 2:** Aaron would like more community involvement. Aaron will participate in at least once community activity per week. 75% of all weeks throughout the annual year. Supports and Methods: Staff and Aaron will work together at the beginning of each month to plan activities for the month. Staff and Aaron will try to do one new or peer-centered activity at least once per week.

**Outcome 3:** Aaron would like to work on keeping his home clean. Aaron will clean one area of his home, at least once per week. 75% of all weeks throughout the annual year. Supports and Methods: At each meeting, staff will assist with creating a list of chores that Aaron would like done to assist with the choice making, if Aaron requests this. Staff will check-in with Aaron at least once per week during his IHS visits and ask him to identify any unclean or unorganized part of his home that he would like to attend to. Staff will ensure that Aaron has the appropriate supplies needed to



complete the task, such as a broom, cleaning supplies, or garbage bags. If Aaron is in need of more supplies, IHS staff will assist Aaron in making a plan for acquiring those supplies, as needed.

Does this person have a rights restriction in place to provide for their health/safety?	Yes <input checked="" type="checkbox"/> No If yes, explain briefly:
Can this person use dangerous items or equipment?	<input checked="" type="checkbox"/> Yes No If yes, explain briefly: no limitations
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	
Seizures:	no	
Chronic Medical Conditions	no	
Risk of falling (state-specific need):	no	
Mobility issues (include specific issues):	no	
Community survival skill:	yes	Staff will use natural teaching moments to help Aaron if he were to ever be lost.



Water safety skills:	yes	If staff and Aaron were to swim together, staff would remain within arms length at all times.
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 diagnosis):	yes	Staff will give Aaron some time to regulate himself and ask if he would like to end services for the day. If Aaron says yes, staff will leave and let their supervisor know.

### 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
If yes, how will you minimize the risk of abuse? Staff will use natural teaching moments to review what situations constitute as sexual abuse and what to do if he were to encounter it. Staff will encourage Aaron to utilize the EA phone if he has questions or concerns about situations he's encounter.		
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? Staff will remain with Aaron while they are working together. Staff will use natural teaching moments to help him identify situations which could be		



dangerous. Staff will support Aaron in learning what signs to look for.

### 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? BrightPath is not authorized to manage Aaron's funds and property and staff are not allowed to take money from Aaron and make purchases for him on his behalf. Aaron's guardian assist's him with all of his financial matters.

### Positive Support Strategies

When this individual is frustrated, they can express it in these ways: they will get upset and cry and may ask staff to leave .

Supporting this individual in these ways will help them feel **less** frustrated: guiding him through his tasks. Clear, concise communication and instructions when learning a new task.

Supporting this individual in these ways will make them feel **more** frustrated: Not giving him time to process his emotions and anxiety . Not having staff arrive on time for services.