



Staff Orientation Record: Person-Specific

Employee name: Rachel Hsiao

Supervisor name: **Hunter Guerue**

Date: 3/13/2025

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: Debra Gahm

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> Deb will develop the social skills needed to maintain safe respectful relationships with other people in her community. Deb will work on this outcome and the corresponding action steps with staff's support once a week for 75% or more of all trials for the annual review period.
<u>Outcome 2:</u> Deb will maintain a safe and comfortable home and complete basic maintenance tasks as needed. Deb will work on this outcome and the corresponding action steps with staff's support once a week for 75% or more of all trials for the annual review period.
<u>Outcome 3:</u> NA

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:
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 X 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:	N	
Seizures:	N	
Chronic Medical Conditions	Y	Mental health support/emotional support/processing. Staff presence during periods of mental health deterioration.
Risk of falling (state-specific need):	Y	Reminders to walk slowly, use cane, be mindful of terrain, notifying of obstacles
Mobility issues (include specific issues):	Y	Reminders to walk slowly, use cane, be mindful of terrain, notifying of obstacles
Community survival skill:	Y	Remaining nearby in unfamiliar areas, offer reminders to take a break outside.
Water safety skills:	N	
Self-injurious behavior (state behavior):	Y	Make the environment comfortable about talking about it, offering alternative coping skills.
Property destruction (state behavior):	N	
Suicidal ideation, thoughts, or	Y	Coping skills/strategies/active listening/reporting if



attempts:		she is in immediate danger or risk. Staff will notify supervisor and follow mandated reporter requirements.
Mental or emotional health symptoms and crises (state diagnosis):	Y	Be aware of her diagnosis, knowing how it can affect her interactions with others and may need staff interventions

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? Have conversations about her relationships with others, watch for signs of abuse, assist when needed		
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? Intervene and redirect Deb, take note of stressful situations for future reference.		
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? Proactive conversations on avoiding/handling conflict, contact 911 if staff suspects risk of harm.		



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:

Deb will raise her voice and usually states that she “can’t do it” or that she’s “going to freak out and start screaming”.

Supporting this individual in these ways will help them feel **less** frustrated:

Be aware of her diagnosis, remind Deb that she can take breaks and remind her to use her coping skills, let her take her time when looking for something/something gets misplaced. Remind her that we are not in a rush and she can take her time.

Supporting this individual in these ways will make them feel **more** frustrated:

Telling her to calm down, asking too many questions, not actively listen to her.