



### Training Summary Form

**Employee:** Savanna Mead

**Topic:** Vulnerable Adult Act and Maltreatment of Minors - Policy Review **Credit Hours:** 0.5

#### II. Description of Training Content:

Review and instruction on 245D requirements and company procedures for reviewing and reporting Vulnerable Adult Act and Maltreatment of Minors.

#### III. Training Procedures:

##### Training Format

- Self Study
- Individualized Training
- Supervisory Meeting
- Team Meeting
- Inservice
- Other:

##### Instructional Methods

- Written: Vulnerable Adult Act and Maltreatment of Minors Policy Review
- Video/DVD :
- Oral Presentation and Dialogue
- Guided Observation
- Guided Practice
- Other:

#### IV. Date(s):

2/27/2020  
(M/D/Y)

Trainer/Position: DC

#### Time(s):

7-8pm  
(AM or PM)

Trainer Signature: [Signature]

#### Location(s):

Salem

Employee Signature: [Signature]

Training hours need to be recorded by employee on corresponding timecard for reimbursement and training documentation purposes. Employees are encouraged to keep a copy of this verification for their personal records.