



Training Summary Form

I. **Employee:** Maria Abdulah Credit Hours: 0.5
Topic: Vulnerable Adult Act and Maltreatment of
Minors - Policy Review

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	Instructional Methods
Self Study _____	Written: <u>Vulnerable Adult Act and</u>
Individualized Training _____	<u>Maltreatment of Minors Policy Review</u>
Supervisory Meeting _____	Video/DVD : _____
Team Meeting _____	Oral Presentation and Dialogue _____
Inservice _____	Guided Observation _____
Other: _____	Guided Practice _____
	Other: _____

IV. **Date(s):** 2/28/2020 Trainer/Position: Valery Kruse DC
(M/DM)

Time(s): _____ Trainer Signature: [Signature]
(AM or PM)

Location(s): Kape / Nator Employee Signature: Maria Abdulah

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.
O:\Agency Shared Files\Training\Training Modules - Current\ Training Summaries\ Training Summary Form - VAA and MOMA 2020.doc

Training Module 101 Quiz
Vulnerable Adults and Child Protection Policies

PART II: Maltreatment of Vulnerable Adults Reporting and Internal Review Policy and Procedures

Employee Name: Marwa Abdulrahman Date of Quiz: _____

Directions: Upon completion, return the quiz and attached Training Summary Form to your trainer for review and signature.

Complete the statements below by filling in the blanks

1. What does MAARC stand for? "As of July 11/15 MN adult abuse reporting center (MAARC) has been designated by MN de Perment
2. If you choose to independently make the report of suspected maltreatment to the MAARC, where are two locations to find the telephone numbers?
 a. _____ b. _____
3. As a mandated reporter, you can use Owakih's internal reporting system for reporting to the MAARC. Identify the primary and secondary person who would make that report.
 a. _____ b. _____
4. Provide one example of the following:
 - a. abuse -
 physical abuse: bush, hat, or anything physical
 verbal abuse: any word hard the claim may be verbal abuse
 sexual abuse: anything's that related with any kind of sexual touch
 - b. financial exploitation: occurs when a person misuses or takes the assets
 - c. neglect: unflowing the police as physical emotional

Respond to the following statements using True or False

5. T Adults who receive services from Owakih, Inc. are protected by the Vulnerable Adults Act.
6. T As an employee of Owakih, Inc. you are a mandated reporter.
7. F Upon returning home from work, a service recipient says that he loaned money to his job coach. You do not need to act on this information, as you did not see it occur.
8. _____ A mandated reporter, who fails to report suspected maltreatment, may be liable for damages caused by the failure to report.

Circle the correct answer(s) below

9. Abuse is reportable to the MAARC in the following circumstances:
- a. Reportable only if from a staff to a service recipient.
 - b. Reportable only if from one service recipient to another service recipient.
 - c. Reportable if from Owakihi staff, family members, and job coaches.
10. You have a hard time making the decision to report suspected abuse of a service recipient by an Owakihi supervisor because you are concerned that you may need to leave your job or get fired for reporting.
- a. You do not have to make the report because you are not required to make a report that may jeopardize future employment, salary, or benefits, including work hours, if the verbal abuse did not involve serious, irreparable harm.
 - b. There does not need to be a report made to an external investigative agency because you can tell your supervisor that you were uncomfortable with the conduct that you observed. Then you have technically fulfilled your responsibility as a mandated reporter.
 - c. You are required to report to an external investigative agency. (You may report independently or use Owakihi, Inc.'s internal reporting system.) You are protected by law from a negative impact on your employment, as long as the report is made in "good faith".
11. You suspect that a vulnerable adult is being physically abused. Your first priority is to:
- a. Report the suspected abuse.
 - b. Take action to protect the vulnerable adult if you believe he/she is in imminent danger.
 - c. Contact your supervisor.

KNOWLEDGE TESTING BY THE TRAINER

- Note the question(s) answered incorrectly, and the action taken to assure that the employee understands the correct response(s) _____

- **The employee identified above has demonstrated competency in completion of the quiz questions. (If not, refer employee to Supervisor.)**

Signature of Trainer

Date