



Training Summary Form

I. Employee: Ava Spencer Topic: OMBUDSMAN WINTER ALERTS 220 Credit Hours: 1.0

II. Description of Training Content

Review and instruction on the Ombudsman Winter Alerts and Medical Alerts. Topics include the following:

- Winter Letter
- Winter Alert
- Hypothermia Alert
- Frostbite Alert
- Windchill Chart

III. Training Procedures

Training Format

___ Self Study
___ Team Meeting

Instructional Methods

Written: See above
___ Oral Presentation and Dialogue

Demonstrated Competency

___ Knowledge Testing (Quiz)
___ Other: _____

IV. Date(s): 8/27/20

(M/D/Y)

Time(s): 4:00pm - 5:00pm

(AM or PM)

Location(s): Office

Trainer/Position: See Above

Approval Signature: [Signature]

Employee Signature: [Signature]

Ombudsman WINTER ALERT 220 Quiz

EMPLOYEE NAME: Ava Spencer

DATE OF QUIZ: 8/21/20

Directions: Upon completion, return the quiz and Training Summary Form to your supervisor.

Complete the statements below by filling in the blanks

1. After reading the "Winter Alert", identify three precautions that you will use this winter to help the persons you serve from getting communicable diseases:
 - a. Get a flu shot
 - b. Encourage frequent handwashing
 - c. Regularly disinfect surfaces and items of shared/frequent use
2. Basic tips for winter travel include the following:
 - a. Know what the weather forecast is
 - b. Keep a winter survival kit in your vehicle
 - c. Winterize your vehicle.
 - d. Always wear your seat belt.
 - e. All of the above
3. Warning signs and symptoms of mild hypothermia include:
 - a. Drowsiness
 - b. Weakness/loss of coordination
 - c. Cold/pale skin
4. True or False Second and third degree frostbite need to be reported to the Office of the Ombudsman for Mental Health and Developmental Disabilities as a serious injury.
5. According to Medical Alert on Choking: When a person chokes, be prepared to perform the Heimlich Maneuver.
6. Identify at least 3 first aid recommendations in the event of a seizure, as cited in the Seizure Alert:
 - a. lower client to ground level
 - b. Do not put anything in clients mouth or try to hold tongue (it cannot be swallowed)
 - c. Protect clients head from injury
7. Identify 2 sources of information that staff can access to protect the health and safety of persons served:
 - a. Hypothermia Medline Plus website
 - b. MN Dep Public Safety website

--
KNOWLEDGE TESTING BY QUIZ REVIEWER

- > 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.)

Jerdoni
Signature of Quiz Reviewer

8/28/2020
Date