

Beacon Specialized Living  
Training Summary Form

I. Employee: Tom Rosario Topic: Discipline Credit Hours: 1hr

II. Description of Training Content:

III. Training Procedures:

Training Format

Self Study  
 Individualized Training  
 Team Meeting  
 Owakihi Inservice  
 Other: \_\_\_\_\_

Instructional Methods

Written:  \_\_\_\_\_  
Oral Presentation and Dialogue  
Guided Observation  
Guided Practice  
Other: \_\_\_\_\_

Demonstrated Competency

Knowledge Testing (Quiz)  
 Observed Skill Assessment  
 Other: Star training

IV. Date(s): 8/18/20 Trainer/Position: \_\_\_\_\_

Time(s): \_\_\_\_\_ (M/D/Y)

\_\_\_\_\_ (AM or PM)

Trainer Signature: [Signature]  
Trainer/Position: DC Max King

*I understand the information received and my responsibilities for implementation with this company and persons served.*

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.

### Training Module 412 Quiz DISCIPLINE

EMPLOYEE NAME: Kim Rosario DATE OF QUIZ: \_\_\_\_\_

**Directions:** Upon completion, please return the completed quiz and attached Training Summary Form to your Designated Coordinator (DC) or Designated Manager (DM) for review and approval.

1. Any disciplinary action with persons served must be consistent with Owakihi Inc.'s policies and the person's individual plan.  TRUE  FALSE

2. Place an X next to the action(s) not considered corporal punishment:

- rough handling
- spanking
- encouragement
- shaking

3. According to the "Definitions of Maltreatment of Minors" in Owakihi's policy: sexual abuse and abandonment are considered "substantial child abuse".

4. If the caregiver fails to supply a child with basic needs such as necessary food, clothing, shelter or medical care, that is an example of withholding basic needs, neglect.

5. You are working with a child who becomes upset and starts hitting his sister. The child's parent intervenes to stop the hitting. Then the parent tells you to consequence the aggressive child by having that child go to his room and making him stay there by himself. What is your response?

We can not use seclusion, or against his will.

6. a. Please identify any questions that you have regarding discipline practices at Owakihi Inc.:

\_\_\_\_\_

b. Based on the information you have reviewed, what further instruction do you need in this training topic to be competent in your job responsibilities?

\_\_\_\_\_

c. Identify at least 2 agency resources you can use for more information and/or consultation:

1) Dakota County 2) Beacon Resources

#### KNOWLEDGE TESTING BY 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.

Signature of DC or DM [Signature]

Date 8/18/20

**Subp. 8. Discipline.** The license holder must consider the child's abuse history and developmental, cultural, disability, and gender needs when deciding the disciplinary action to be taken with the child. Disciplinary action must be in keeping with the license holder's discipline policy. The discipline policy must include the requirements in items A and B.

**A. Children must not be subjected to:**

(1) corporal punishment, including, but not limited to: rough handling, shoving, ear or hair pulling, shaking, slapping, kicking, biting, pinching, hitting, throwing objects at the child, or spanking;

(2) verbal abuse, including, but not limited to: name calling; derogatory statements about the child or child's family, race, gender, disability, sexual orientation, religion, or culture; or statements intended to shame, threaten, humiliate, or frighten the child;

(3) punishment for lapses in toilet habits, including bed wetting or soiling;

(4) withholding of basic needs, including, but not limited to: a nutritious diet, drinking water, clothing, hygiene facilities, normal sleeping conditions, proper lighting, educational services, exercise activities, ventilation and proper temperature, mail, family visits, positive reinforcement, nurturing, or medical care. However, a child who destroys bedding or clothing, or uses these or other items to hurt the child's self or others, may be deprived of such articles according to the child's case plan;

(5) assigning work that is dangerous or not consistent with the child's case plan;

(6) disciplining one child for the unrelated behavior or action of another, except for the imposition of restrictions on the child's peer group as part of a recognized treatment program;

(7) restrictions on a child's communications beyond the restrictions specified in the child's treatment plan or case plan, unless the restriction is approved by the child's case manager; and

(8) requirements to assume uncomfortable or fixed positions for an extended length of time, or to march, stand, or kneel as punishment.

**B. The license holder:**

(1) must not require a child to punish other children;

(2) must follow the child's case plan regarding discipline;

(3) must not use mechanical restraints or seclusion, as defined in part 2960.3010, subpart 38, with a foster child;

(4) must ensure that the duration of time-out is appropriate to the age of the child; and

(5) must meet the requirements of part 9525.2700, subpart 2, item F, regarding the use of aversive or deprivation procedures with a foster child with a developmental disability.