

Training Summary Form

I. Employee: Kayla Jackson-Strom

Topic: DISCIPLINE 412

Credit Hours: _____

II. Description of Training Content:

Review and instruction on discipline, as excerpted from Minnesota Rules, Chapter 2960, Parts 2960.3000 – 2960.3340 for Child Foster Care. Includes review of Owakihi's Maltreatment of Minors Mandated Reporting and Internal Review Policy with applicability to position at Owakihi.

III. Training Procedures

Training Format

- _____ Self Study
- _____ Individualized Training
- _____ Team Meeting
- _____ Owakihi Inservice
- _____ Other: _____

Instructional Methods

- _____ Written: CFC statute excerpt and Maltreatment of Minors Reporting Policy
- _____ Oral Presentation and Dialogue
- _____ Guided Observation
- _____ Other: _____

Competency Evaluations

- _____ X Knowledge Testing (Quiz)
- _____ Observed Skill Assessment
- _____ Other: _____

IV. Date(s): _____ (M/D/Y)

Trainer/Position: James West/PC

Time(s): _____ (AM or PM)

Trainer Signature: [Signature]

I understand the information I received and my responsibilities for implementation with this company and persons served. This includes prohibition of corporal punishment, per Child Foster Care Discipline Policy.

Employee Signature: [Signature]

Training hours need to be recorded by employee on corresponding time card for reimbursement and training documentation purposes.

Training Module 412 Quiz DISCIPLINE

EMPLOYEE NAME: Kayla Jackson-Strong DATE OF QUIZ: 8/16/20

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 _____".

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 Discipline.

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?

DO what the parent asks.

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

none.

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?

none.

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

1) online / resource book. 2) DIC

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]
Signature of DC or DM

Date