

Owakih, Inc.
Training Summary Form

I. Employee: Mohammad Jatch Topic: DISCIPLINE 412 Credit Hours: 0.5

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 Includes review of Owakih's Maltreatment of Minors Mandated Reporting and Internal Review Policy with applicability to position at Ow

III. Training Procedures

Training Format

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

Instructional Methods

Written: CFC statute excerpt and X
Malt. of Minors Reporting Policy
Oral Presentation and Dialogue _____
Guided Observation _____
Other: _____

Competency Evaluations

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

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

Time(s): _____
(AM or PM)

Trainer/Position: James Weat DC
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: Mohammad Jatch

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

DISCIPLINE

EMPLOYEE NAME: Muhammad J. DATE OF QUIZ: 7/06

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 Owakih 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 Owakih'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 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?

Take him to his room and explain what was done wrong.

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

How can I restrain someone respectfully?

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?

The Answer for #6-c

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

1) CPS? 2) _____

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

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.