

House Transfer

**STAFF ORIENTATION AND ANNUAL TRAINING PLAN - PERSON SPECIFIC**

Name: Frah Abdullahi  
 Date of hire: 8/25/21  
 Date of background study submission: 8/25/21  
 Date of background study clearance: 8/25/21  
 Annual training period: 5/21-5/22  
 Date of first supervised contact: 1-20-22  
 Date of first unsupervised contact: 1-11-22

having unsupervised direct contact with persons served or for whom the staff has not previously provided direct support or any time these plans or procedures are reviewed, staff must review and receive instruction in the following areas as they relate to the staff's job functions for that person. \*Complete this form for each person to whom the staff person will be providing direct contact services.

Topics for community residential services (settings): training and competency evaluations must include the following topics, marked with an asterisk (\*) if required in the *Coordinated Service and Support Plan*.

Person served: TM

Appropriate and safe techniques in personal and grooming including:	Date of completion	Date and type of demonstrated competency	Length of training	Name of trainer and company, if applicable
Hair care				
Bathing				
Care of teeth, gums, and oral prosthetic devices				
Other activities of daily living (ADLs) per 256B.0659-specify:	<u>1-20-22</u>	<u>Verable</u>	<u>0.5hr</u>	<u>Shantell Dietman</u>
Understanding of what constitutes a healthy diet according to data from the CDC and the necessary to prepare that diet	<u>1-20-22</u>	<u>Verable</u>	<u>0.5hr</u>	<u>Shantell Dietman</u>
Essential to provide appropriate instrumental activities of daily living (ADLs) per 256B.0659-specify:	<u>1-20-22</u>	<u>Verable</u>	<u>0.5hr</u>	<u>Shantell Dietman</u>
Required by the CSSP or CSSP	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>

<p><b>CSSP Addendum, and Self-Management Assessment to achieve and demonstrate an understanding of the person as a unique individual and how to implement those plans, behavior plans, and document specific to the person</b></p>	1-26-22	Physical	1hr	Shantell Dietzman
<p><b>Individual Abuse Prevention Plan to achieve and demonstrate an understanding of the person as a unique individual and how to implement those plans</b></p>	1-26-22	physical	1hr	Shantell Dietzman
<p><b>Medication set up or medication administration training when staff set up or administer medications. Training also includes medication set up or administration for the person</b></p>	9/14/21	Physical	1hr	Shantell Dietzman Amber Yang
<p><b>First aid and correct operation of medical equipment used by the person to sustain life or for a medical condition that could be life threatening. This training must be provided by a licensed health care professional or manufacturer's representative</b></p>	N/A	N/A	N/A	Shantell Dietzman Client does not use medical equipment
<p><b>Health crisis response, de-escalation techniques, and suicide intervention when providing direct support to a person with a mental illness</b></p>	10/13/21	Physical	3.75	Logan Nvesse
<p><b>Topics as determined necessary according to the person's Coordinated Service Support Plan or identified by the provider</b></p>	1-26-22	Variable	0.5hr	Shantell Dietzman

Signature: Shantell Dietzman Date: 1/26/22

I understand the information I received and my responsibilities for their implementation in the care of persons served by this program.

House Transfer

**STAFF ORIENTATION AND ANNUAL TRAINING PLAN - PERSON SPECIFIC**

Name: Ibrahim Abdullahi Date of hire: 8/25/21  
 Background study submission: 8/25/21 Date of background study clearance: 8/25/21  
 Annual training period: 5/21-5/22 Date of first unsupervised contact: 1-11-22  
 First supervised contact: 1-20-22  
 Having unsupervised direct contact with persons served or for whom the staff has not previously provided direct support or any time these plans or procedures are followed, staff must review and receive instruction in the following areas as they relate to the staff's job functions for that person. \*Complete this form for each person served to whom the staff person will be providing direct contact services.  
 Topics for community residential services (settings): training and competency evaluations must include the following topics, marked with an asterisk (\*) if not included in the *Coordinated Service and Support Plan*.

Person served: JD

Orientation to individual service recipient needs	Date of completion	Date and type of demonstrated competency	Length of training	Name of trainer and company, if applicable
Appropriate and safe techniques in personal and grooming including: Hair care Bathing Care of teeth, gums, and oral prosthetic devices Activities of daily living (ADLs) per 256B.0659-specify:	<u>1-20-22</u>	<u>Verbal</u>	<u>0.5hr</u>	<u>Shantell Diltman</u>
Understanding of what constitutes a healthy diet according to data from the CDC and the necessary to prepare that diet	<u>1-20-22</u>	<u>Verbal</u>	<u>0.5hr</u>	<u>Shantell Diltman</u>
Information necessary to provide appropriate instrumental activities of daily living (ADLs) per 256B.0659-specify:	<u>1-20-22</u>	<u>Verbal</u>	<u>0.5hr</u>	<u>Shantell Diltman</u>
Information required by the CSSP or CSSP minimum	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>

<p>CSSP Addendum, and Self-Management Assessment to achieve and demonstrate an understanding of the person as a unique individual and how to implement those plans</p>	1-26-22	Physical	1hr	Shantell Dietman
<p>Individual Abuse Prevention Plan to achieve demonstrate an understanding of the person as a unique individual and how to implement those plans</p>	1-26-22	Physical	1hr	Shantell Dietman
<p>Medication set up or medication administration training when staff set up or administer medications. Training also includes medication set up or administration procedures for the person</p>	9/14/21	Physical	1hr	Shantell Dietman Amberlynn Dietman
<p>Life and correct operation of medical equipment used by the person to sustain life or monitor a medical condition that could be life threatening. This training must be provided by a licensed health care professional or manufacturer's representative</p>	N/A	N/A	N/A	Shantell Dietman Client does not use medical equipment
<p>Health crisis response, de-escalation techniques, and suicide intervention when providing direct support to a person with a mental illness</p>	10/13/21	Physical	3.75	Logan Nvesse
<p>Topics as determined necessary relating to the person's Coordinated Service Support Plan or identified by the provider</p>	1-26-22	Variable	0.5hr	Shantell Dietman

Date 11/20/22

Shantell Dietman  
Signature

I understand the information I received and my responsibilities for their implementation in the care of persons served by this program.