

## STAFF ORIENTATION AND ANNUAL TRAINING PLAN - PERSON SPECIFIC

Name: Fardousa Hassan  
 Date of hire: 5.24.22  
 Date of background study clearance: 5.24.22  
 Date of background study submission: 5.24.22  
 Date of first supervised contact: 6.15.22  
 Date of first unsupervised contact: 6.25.22  
 Date of annual training period: May 2022-May 2023  
 Date of first supervised contact: 6.15.22  
 Date of first unsupervised contact: 6.25.22

Name of person served: Jennifer Stasiwicz  
 Name of person served: Jennifer Stasiwicz

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 hygiene and grooming including: Hair care Bathing Care of teeth, gums, and oral prosthetic devices Other activities of daily living (ADLs) per 256B.0659-specify:	<u>6.15.22</u>	<u>6.17.22</u> <u>verbal</u>	<u>0.2</u> <u>hours</u>	<u>Tori</u> <u>Stepaniak</u>
understanding of what constitutes a healthy diet according to data from the CDC and the skills necessary to prepare that diet	<u>6-15-22</u>	<u>6.17.22</u> <u>verbal</u>	<u>0.2</u> <u>hours</u>	<u>Tori</u> <u>Stepaniak</u>
skills necessary to provide appropriate support in instrumental activities of daily living (IADLs) per 256B.0659-specify:	<u>6-15-22</u>	<u>6.17.22</u> <u>verbal</u>	<u>0.2</u> <u>hours</u>	<u>Tori</u> <u>Stepaniak</u>
CR RR, if required by the CSSP or CSSP Indentum	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>

<p>SSP, CSSP Addendum, and Self-Management Assessment to achieve and demonstrate an understanding of the person as unique individual and how to implement those plans. Include outcomes, behavior plans, and any document specific to the person</p>	6.15.22	6.15.22	6.15.22	0.2 hours	Tori Stepuniak
<p>Individual Abuse Prevention Plan to achieve and demonstrate an understanding of the person as a unique individual and how to implement those plans</p>	6.15.22	6.15.22	6.15.22	0.2 hours	Tori Stepuniak
<p>Education set up or medication administration training when staff set up or administer medications. Training also includes specific medication set up or administration procedures for the person</p>	6.15.22	6.15.22	6.15.22	0.2 hours	Tori Stepuniak
<p>Safe and correct operation of medical equipment used by the person to sustain life or recognize a medical condition that could become life threatening. This training must be provided by a licensed health care professional or manufacturer's representative</p>	6.15.22	6.15.22	6.15.22	0.2 hours	Tori Stepuniak
<p>Verbal health crisis response, de-escalation techniques, and suicide intervention when providing direct support to a person with a serious mental illness</p>	6.8.22	6.8.22	6.8.22	3.38 hours	Brandon Jensen
<p>Other topics as determined necessary according to the person's Coordinated Service and Support Plan or identified by the company:</p>	N/A	N/A	N/A	N/A	N/A
<p>Topic:</p>					
<p>Topic:</p>					
<p>Topic:</p>					
<p>Signature</p>					
<p>Date</p>				6/17/2022	

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

## STAFF ORIENTATION AND ANNUAL TRAINING PLAN - PERSON SPECIFIC

Name: Fardoush Hassan  
 Date of hire: 5.24.22  
 Date of background study submission: 5.24.22  
 Date of background study clearance: 5.24.22  
 Date of first supervised contact: 6.15.22  
 Date of first unsupervised contact: 6.25.22

Core 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 revised, 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.

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

Name of person served: Sarah Reiner

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 hygiene and grooming including: Hair care Bathing Care of teeth, gums, and oral prosthetic devices Other activities of daily living (ADLs) per 256B.0659-specify:	<u>6.15.22</u>	<u>6.17.22</u> <u>verbal</u>	<u>0.2</u> <u>hours</u>	<u>Tori</u> <u>Stepaniak</u>
understanding of what constitutes a healthy diet according to data from the CDC and the skills necessary to prepare that diet	<u>6.15.22</u>	<u>6.17.22</u> <u>verbal</u>	<u>0.2</u> <u>hours</u>	<u>Tori</u> <u>Stepaniak</u>
skills necessary to provide appropriate support in instrumental activities of daily living (IADLs) per 256B.0659-specify: CR	<u>6.15.22</u>	<u>6.17.22</u> <u>verbal</u>	<u>0.2</u> <u>hours</u>	<u>Tori</u> <u>Stepaniak</u>
*R, if required by the CSSP or C SSP Indentum FAP	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>

SSP, C SSP Addendum, and Self-management Assessment to achieve and demonstrate an understanding of the person as unique individual and how to implement those plans. Include outcomes, behavior plans, and any document specific to the person	6.15.22	6.15.22	6.15.22	0.2 hours	Tori Stepaniak
Individual Abuse Prevention Plan to achieve and demonstrate an understanding of the person as a unique individual and how to implement those plans	6.15.22	6.15.22	6.15.22	0.2 hours	Tori Stepaniak
Education set up or medication administration training when staff set up or administer medications. Training also includes specific medication set up or administration procedures for the person	6.15.22	6.15.22	6.15.22	0.2 hours	Tori Stepaniak
Safe and correct operation of medical equipment used by the person to sustain life or monitor a medical condition that could become life threatening. This training must be provided by a licensed health care professional manufacturer's representative	6.15.22	6.15.22	6.15.22	0.2 hours	Tori Stepaniak
Mental health crisis response, de-escalation techniques, and suicide intervention when providing direct support to a person with a serious mental illness	6.8.22	6.8.22	6.8.22	3.30 hours	Brandon Jensen
Other topics as determined necessary according to the person's Coordinated Service and Support Plan or identified by the company:	N/A	N/A	N/A	N/A	N/A
Topic:					
Topic:					
Topic:					

6/17/2022  
Date

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

## STAFF ORIENTATION AND ANNUAL TRAINING PLAN - PERSON SPECIFIC

**Staff name:** Farhadisa Hassan  
**Date of hire:** 5.24.22  
**Date of background study submission:** 5.24.22  
**Date of background study clearance:** 5.24.22  
**going annual training period:** May 2022-May 2023  
**Date of first supervised contact:** 6.15.22  
**Date of first unsupervised contact:** 6.25.22

Core 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 revised, 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.

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

**Name of person served:** Katie Huus

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 hygiene and grooming including: Hair care Bathing Care of teeth, gums, and oral prosthetic devices Other activities of daily living (ADLs) per 256B.0659-specify:	6.15.22	6.17.22 verbal	0.2 hours	Tori Stepaniak
Understanding of what constitutes a healthy diet according to data from the CDC and the information necessary to prepare that diet	6.15.22	6.17.22 verbal	0.2 hours	Tori Stepaniak
Skills necessary to provide appropriate support in instrumental activities of daily living (IADLs) per 256B.0659-specify:	N/A	N/A	N/A	N/A
If required by the CSSP or CSSP addendum				

<p><i>SSP, CSSP Addendum, and Self-Management Assessment</i> to achieve and demonstrate an understanding of the person as a unique individual and how to implement those plans. Include outcomes, behavior plans, and any document specific to the person</p>	6.15.22	6.15.22 verbal	0.2 hours	Tori Stepuniak
<p><i>Individual Abuse Prevention Plan</i> to achieve and demonstrate an understanding of the person as a unique individual and how to implement those plans</p>	6.15.22	6.15.22 verbal	0.2 hours	Tori Stepuniak
<p>education set up or medication administration training when staff set up or administer medications. Training also includes specific medication set up or administration procedures for the person</p>	6.15.22	6.15.22 verbal + physical	0.2 hours	Tori Stepuniak
<p>to ensure safe and correct operation of medical equipment used by the person to sustain life or monitor a medical condition that could become life threatening. This training must be provided by a licensed health care professional or manufacturer's representative</p>	6.15.22	6.15.22 verbal + physical	0.2 hours	Tori Stepuniak
<p>mental health crisis response, de-escalation techniques, and suicide intervention when providing direct support to a person with a serious mental illness</p>	6.8.22	6.8.22 verbal + physical	3.38 hours	Brandon Jensen
<p>other topics as determined necessary according to the person's <i>Coordinated Service and Support Plan</i> or identified by the company: Topic: Topic: Topic:</p>	N/A	N/A	N/A	N/A

6/17/2022  
Date

*[Signature]*  
Signature

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