



Bird In The Hand Healthcare Staffing  
Home Services Training Signature Sheet

<b>Subject</b>	<b>Description</b>	<b>Amt. of Time</b>	<b>Pass or Fail?</b>	<b>Initials</b>
Job Responsibilities and Limitations	Skills that are and are not to be performed			
Communication	Communication skills relating to persons who are hard of hearing, have dementia, or have other special needs	2 hr		
Observation, Reporting, and Documentation	When you observe your clients, you take note of facts and events.	1 hr		
Performing Personal Care	Bathing, hair care, nail care, oral hygiene, and toileting	5 hr		
Adaptive Equipment	The use of specific adaptive equipment, such as mechanical lifting devices			
Infection Prevention and Control	Standard precautions, identified by the center for Disease Control and Prevention	1 hr		
Housekeeping	Maintenance of a clean, safe, and healthy environment	2 hr		
Safety Precautions	Basic personal and environmental safety precautions			
Recognizing Emergencies	Recognizing emergencies and initiating emergency procedures	2 hr		
Maintaining Confidentiality	Confidentiality of client's personal, financial, and health information			
Understanding Dementia	The loss of cognitive functioning - thinking, remembering, and reasoning	3 hr		
Problem Solving for Challenging Behavior with Dementia	Because they're not able to clearly communicate their needs, dementia clients may lash out	3 hr		
Abuse and Neglect	Understanding abuse and neglect, what responsibilities are			
Disaster Planning	Tornado, Fire, flood, and blackout preparedness	1 hr		



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Employee Signature: \_\_\_\_\_

Bird In The Hand Trainer: \_\_\_\_\_

Trainer Signature: \_\_\_\_\_

Date of Completion: \_\_\_\_\_