

CBC Caregiver Training Record Review and Interview C370

Facility Name: _____ Provider # _____

Surveyor Name: _____ Date and time: _____

Name and #	Date started/ hired	Pre-Service Orient	Job Description	Competency demonstrated / documented	Directly supervised until comp demo'd	Abd thrust & first aid	12 hrs annual in-service	Comments

Pre-Service Orientation Topics

- Residents' rights & values of CBC care
- Abuse reporting
- Infection control
- Fire safety, emergency
- Food handler's certificate if job duties include food handling
- Job description

Competency demonstrated & documented

- Service plans
- ADL assistance
- Normal aging
- Identify change of condition
- Conditions to report
- Understanding behavior
- Dementia care
- If job duties include
 - Food safety
 - Med & tx admin
 - Other items as facility specifies

Annually in- service training

12 hours on topics related to the provision of care including chronic diseases in the facility population

CBC Staff Training Program Interview (C365, 370)

<p><u>Pre-service Orientation – all employees</u> What is the orientation process for all employees? Training materials include: - Resident rights & values of community based care - Abuse and reporting requirements - Standard precautions for infection control - Fire safety and emergency procedures - If duties include preparing food, Food Handlers Certificate or equivalent</p>	
<p>Determining capability What method is used to determine capability (return demonstration & evaluation)? Who is the evaluator of knowledge & performance?</p>	
<p>First 30 days Knowledge & performance demonstrated in first 30 days in at least the following areas: - Service plans in individualized care - Providing assistance with ADLs - Changes associated with aging - Conditions that require assessment, treatment, observation and reporting - Understanding resident actions and behavior as a form of communication - Understanding and providing support for a person with dementia or related condition - General food safety, serving and sanitation - If staff duties include, administration of meds and treatments</p>	
<p>Direct supervision How are staff directly supervised by a qualified person until they have successfully demonstrated satisfactory performance in any task assigned and the provision of individualized resident services? How do you determine a person is qualified to directly supervise a new employee? What does direct supervision mean?</p>	
<p>Abdominal thrust and First Aid How are staff trained in abdominal thrust and first aid?</p>	
<p>Communication and Language Skills How do you determine staff have sufficient communication and language skills?</p>	
<p>In-service training How do you ensure all direct caregivers complete a minimum of 12 hours annually? What topics were covered in the past 12 months?</p>	
<p>Documentation How is training and demonstrated ability documented?</p>	