

**BABCOCK CENTER, INC.  
HOUSE HOLD EMPLOYEES TRAINING REPORT**

NAME: \_\_\_\_\_ Location of Training: MLD

Instructor: Dave Kammerer

Title: Director of Training & Special Events

TITLE OF INSERVICE: ABUSE, NEGLECT

TOPIC COVERED: Types of abuse, what is neglect, , How to report abuse, who, what, when and where to report abuse, what can I do for self defense, training, Babcock Center Policies and Procedures for Abuse Accountability, and Neglect. SCDDSN Policies procedures for Abuse Accountability and Neglect, changes in the law, law enforcement involvement.

EMPLOYEE ACKNOWLEDGEMENT OF CONSEQUENCES RELATED TO ABUSE, NEGLECT, EXPLOITATION AND FRAUD:

I hereby acknowledge that I understand that abuse, neglect, and exploitation of any person receiving supports from Babcock Center can lead to arrest and conviction. I do also acknowledge that I understand that fraud, including but not limited to falsification of records and documents, can lead to arrest and conviction.

SIGNATURE \_\_\_\_\_

Date: \_\_\_\_\_

TITLE OF INSERVICE: ABUSE, NEGLECT, SUPERVISION & CONFIDENTIALITY & HIPAA

TOPIC COVERED: Types of critical Incidents, what is a critical incidents, what is accountability, levels of accountability/ supervision, how to report critical incidents, who, what, when and where to report critical incidents , Babcock Center Policies and Procedures for Critical Incidents and Accountability. SCDDSN Policies procedures for Critical Incidents and changes in the law, law enforcement involvement.

SIGNATURE \_\_\_\_\_

Date: \_\_\_\_\_

TITLE OF INSERVICE: Understanding Disabilities

TOPIC COVERED: What is a disability and related disabilities. People are people with abilities and people like you and me. Review of different disabilities and how to support individual with disabilities. Rights of People supported

SIGNATURE \_\_\_\_\_

Date: \_\_\_\_\_

TITLE OF INSERVICE: Sign and Symptoms of Illness

TOPIC COVERED: General signs and symptoms of illness, what to do, policies and procedures, who to call, what to look for and how is this related to medication side effects

SIGNATURE \_\_\_\_\_

Date: \_\_\_\_\_

TITLE OF INSERVICE: Fire Safety

TOPIC COVERED: The 3 critical elements necessary for a fire to occur, the basic characteristics of fire/smoke, & the appropriate evacuation plan based on them. Recognizing potential fire hazards, fire prevention, smoke detectors/ alarms systems, and evacuation plan. Fire drills, meeting places, how often a fire drill is conducted, what to do if there are problems, and the procedures to take in the event of an fire, and how can I prevent a fire.

SIGNATURE \_\_\_\_\_

Date: \_\_\_\_\_

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TITLE OF INSERVICE: False Claim & Whistle Blowers Law

TOPIC COVERED: False Claims & Whistle Blower Law . How to report. When to report and what to report.

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EMPLOYEE SIGNATURE

\_\_\_\_\_  
Date

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Length of Class

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TITLE OF INSERVICE: HIPAA Instructor Signature: \_\_\_\_\_

TOPIC COVERED: Administrative Simplification, transactions rule, security rule, minimum necessary, Babcock Center policies and procedure, Protect Health Information, Confidentiality, transaction securities

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EMPLOYEE SIGNATURE

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Date

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Length of Class

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TITLE OF INSERVICE: The Rights & Due Process Instructor Signature: \_\_\_\_\_

TOPIC COVERED: The SCDDSN standards for the rights of individuals that are supported by Babcock Center . Due process of Individuals that we support.

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EMPLOYEE SIGNATURE

\_\_\_\_\_  
Date

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Length of Class

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