

Training Requirements for Supported Living Residential Staff

When	Type of Training	Length
First day of employment	New Hire Paperwork (fill out required forms, tour office, explains phones, parking, requesting supplies, in-box)	1 hour
	Meet with supervisor (review expectations, abuse/neglect policy, emergency pager, time sheet, schedule,)	1 hour
Before working alone with client (WAC 388-101-1680)	Explain the current instruction and support plans of the clients with whom the employee works	1-3 hours
 (WAC 388-101-1680)	Explain the emergency procedures for clients	½ hour
 (WAC 388-101-1680)	Explain the state law on abuse and neglect and reporting procedures	½ hour
 (WAC 388-101-1680)	Explain client confidentiality policy	½ hour
 (WAC 388-101-1680)	Bloodborne pathogens with HIV/AIDS training	4 hours
Within the first four weeks of employment (WAC 388-101-1680)	<u>Orientation (classroom style)</u> TB Food Preparation & Handling Epilepsy Dental Care Agency History/Philosophy DSHS/DDD Structure Service Delivery Positive Behavior Support Informed Choice Teaching Techniques Mental Health/Behavior Agency's Mission Statement Program Policies/Procedures Financial Policies/Procedures Medical Policies/Procedures Personnel Policies/Procedures Fiscal Policies/Procedures Personal Care/Health Transfer/Lifting Training Transportation Safety	30-45 hours

When	Type of Training	Length
<p>Within the first four weeks of employment (WAC 388-101-1680)</p>	<p><u>Orientation (on-site)</u> Shadowing Meet clients Review current instruction and support plans of clients Observation of assisting with meds Physical therapy (if applicable) Van training (if applicable) Observation/on-the-job instruction</p>	<p>40-50 hours</p>
<p>Within the first six months of employment <i>(and must keep certification current)</i> (WAC 388-101-1680)</p>	<p>First aid/CPR</p>	<p>4-5 hours</p>
<p>Continuing Education (Reviewed Annually) (WAC 388-101-1680)</p>	<p>Abuse/Neglect Policy and reporting procedures Harassment Policy Emergency contact procedures/Incident reporting Bloodborne Pathogens Disaster Preparedness Legislative Process Other Misc. Topics</p>	<p>10-20 hours</p>
<p>Nurse Delegation (if applicable) (WAC 388-101-2410)</p>	<p>Core Training Client specific training per client task</p>	<p>8 hours 2 hours</p>
Total Hours		<p>102.5-140.5</p>