**All Staff Abuse and Neglect Competency Checklist**

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**Name:**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **Title:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Hire Date**:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

| **Skill Area** | | **Evaluation**  **(Check One)** | | **Method of Evaluation**  **(Check One)**  D = Skills Demonstration  O = Performance Observation  W = Written Test  V = Verbal Test | | | | **Verification**  **(Initials/Date)** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Competency**  **Demonstrated/**  **Meets**  **Standards** | **Needs Additional Training** |
| **D** | **O** | **W** | **V** |
| **All Staff** | Staff can verbalize ways they prevent abuse and neglect while providing care and services |  |  |  |  |  |  |  |
| Staff have attended abuse and neglect prevention training |  |  |  |  |  |  |  |
| Staff can verbalize their role in providing person-centered care |  |  |  |  |  |  |  |
| Staff understand how to avoid frustrations and stress which can lead to abuse and who to tell if they need relief |  |  |  |  |  |  |  |
| Understands potential vulnerabilities related to trauma informed care, behavioral health, dementia, nonverbal residents and environmental factors. |  |  |  |  |  |  |  |
| Staff know how, when and who to report allegations of abuse, neglect, exploitation or mistreatment including injuries of unknown source and misappropriation of resident property |  |  |  |  |  |  |  |
| All staff know how to identify and report changes in condition |  |  |  |  |  |  |  |
| Staff do not retaliate against residents who report allegation of abuse, neglect, exploitation or mistreatment including injuries of unknown source and misappropriation of resident property |  |  |  |  |  |  |  |
| Staff know resident preferences or where to find out what is desired |  |  |  |  |  |  |  |
| Staff provide care and services according to resident preferences |  |  |  |  |  |  |  |
| Staff are able to complete assignments every day |  |  |  |  |  |  |  |
| Staff state there is sufficient staff on all shifts and in all departments |  |  |  |  |  |  |  |
| All staff respond to call lights timely |  |  |  |  |  |  |  |
| Staff verbalize requirements to report to the State Agency and one or more local law enforcement entities, immediately, but not longer than 2 hours after forming a suspicion, of abuse resulting in serious bodily injury and reporting no later than 24 hours if the abuse does not result in serious bodily injury. |  |  |  |  |  |  |  |
| **Other (Describe)** |  |  |  |  |  |  |  |  |
| **Other (Describe)** |  |  |  |  |  |  |  |  |

**\*I certify that I have received orientation in the above-mentioned areas.**

**\*Employee:**

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**Initials**  **Signature**  **Date**

**Evaluator/Trainer:**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_

**Initials Signature Date**

***(PLACE IN EMPLOYMENT FILE)***

**References:**

Centers for Medicare and Medicaid Services (CMS) State Operations Manual, Appendix PP-Guidance to Surveyors for Long Term Care Facilities. (Rev. 173, 11-22-17): <https://www.cms.gov/Regulations-and-Guidance/Guidance/Manuals/downloads/som107ap_pp_guidelines_ltcf.pdf>

Centers for Medicare and Medicaid Services (CMS) Abuse Critical Element Pathway, Form CMS 20059 (5/2017): <https://www.cms.gov/Medicare/Provider-Enrollment-and-Certification/GuidanceforLawsAndRegulations/Nursing-Homes.html>

Centers for Medicare and Medicaid Services (CMS) Neglect Critical Element Pathway, Form CMS 20130 (5/2017): <https://www.cms.gov/Medicare/Provider-Enrollment-and-Certification/GuidanceforLawsAndRegulations/Nursing-Homes.html>