



DO YOU HAVE A HEART OF GOLD?

PERSONAL CARE ATTENDANTS

Upon completion will receive uniform with patch, certificate and recognition during in-service.

10K

- Adhere to attendance /punctuality policy- employee records indicate no major issues.
- Complete 90 day probationary period with positive conduct.
- New hire orientation complete/ Silver Chair program in compliance.
- Respiratory orientation complete and signed off.
- ADL coding exam completed with MDS nurse.
- Skills/Documentation tests completed with ADON.
- Positive Attitude displayed-documented by ADON.
- Customer Service Training 101.
- Dress code honored and upheld.
- Telephone training and etiquette tested and documented with test results.
- Serve Safe Class completed and results compiled by Dietary Manager.

14K

Upon completion will receive pay increase, patch, certificate and recognition during in-service.

- Demonstrates above average job skills as described by ADON and coworkers.
- Proficiency of Skills checked off by charge nurse or ADON.
- Infection Control and Bowel and Bladder Training complete.
- Restorative Aide Training complete.
- Buffet Line Coordinator Training completed by Dietary Manager.
- Customer Service Training #2.
- Train in Diamond House (or other house if already in Diamond).
- Model proper procedures and duties during each shift and mentor peers.
- Silver Chair Compliant
- "Giving a tour" training complete.

18K

Upon completion will receive pay increase, patch, certificate and recognition during in-service.

- Active participant in meetings and trainings. Is looked upon by peers as a positive role model.
- Knee and Hip proficiency training and exams.
- Participating in actively pursuing 24K status as reported by ADON.
- Orientation and shadowing of two other departments.
- Silver Chair Compliant
- Dementia Training- to include behavior modification.

24K

Upon completion will receive pay increase, seniority status, patch, certificate and recognition.

- At least one year of service at Crown Point Health Suites.
- Solution Oriented/Team Leader-recognized and documented by all staff they work with.
- CPR certified (*Crown Point to provide cost and class.*)
- State survey readiness training.
- Silver Chair Compliant
- Prepare a short presentation relating to career and teach.