



Student/Instructor General Orientation Checklist

Issued: 05/18/2023

Each student and instructor should receive an orientation packet that contains the following information. After reviewing each of the following items, please initial beside the topic indicating understanding.

Aitep Inc
Facility Name

Margarita Reynoso
Name of Student or Instructor

Topic	Initials	Topic	Initials
Abuse, Neglect, Misappropriation	MR	Dietary and Nutrition	MR
Elder Justice Act Fact Sheet & Acknowledgement	MR	Fall Management	MR
Compliance Program and Code of Conduct Brochure	MR	Transfer/Lifts	MR
Resident Rights	MR	Fire Safety and Emergency Procedures	MR
Dignity, Respect, and Customer Service	MR	Evacuations	MR
Communicating with Residents	MR	Smoking Policy	MR
Identification of Residents	MR	Hazardous Communications	MR
Advanced Directives	MR	Skin & Wound Management	MR
Restraint Education	MR	General Infection Control Practices	MR
Trauma Informed Care	MR	Glucometer Cleaning and Disinfecting	MR
Dementia	MR	Bloodborne Pathogens	MR
Elopement and Wandering	MR	Handwashing/Hand Hygiene	MR
Documentation	MR	Standard Precautions	MR
Point Click Care (PCC)	MR	Transmission Based Precautions	MR
Computer and Electronic Communications	MR	Respiratory Protection and Fit Testing	MR
HIPAA and Confidentiality	MR	COVID-19	MR
HIPAA Acknowledgement Form	MR	QAPI (Quality Assurance/Performance Improvement)	MR

By signing below, I have received and understand the information provided to me on the above topics.

Margarita Reynoso
Student or Instructor Signature

2/13/25
Date

[Signature]
Facility Representative Signature

2/13/25
Date