

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.

Hitec, INC.
Facility Name

Mariemmy
Name of Student or Instructor

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

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

M&V
Student or Instructor Signature

01-10-25
Date

[Signature]
Facility Representative Signature

2/10/25
Date