

Personnel Chart Table of Contents

- *Job Application/Personnel Record (Lic 501)
- *Health Screening Report (LIC 503)
 - *TB Clearance
- *Fingerprint Clearance/Transfer Request
- *Current Driver's License or Photo ID for each staff member
- *First Aid & CPR Certification
- *Direct Care Staffing Training Checklist (On-site-Orientation)
- *Continuing Education Verification
 - *Level 2- 8 hours each consecutive 12 month period from assumption of duties.
 - *Level 3-12 hours each consecutive 12 month period from assumption of duties.
 - *Level 4, 5, 6- 12 hours each consecutive 12 month period from assumption of duties.
- *DSPT Certification Verification
 - *Year 1
 - *Year 2
- *Crisis Prevention Intervention Certification as needed per program design
- *Administrator Certificate