

**Provider Certification – Adult Services Supervisor**  
**OAC 5123:2-5-01 (E)**  
**Effective 4/1/2017**

(Printed) Name: \_\_\_\_\_ Classification: \_\_\_\_\_

Date of Hire: \_\_\_\_\_

<i>Topic(s)</i>	<i>Date of Training</i>	<i>Signature of Verifier</i>
<p>(E) Annual training requirements</p> <p>The superintendent shall ensure that employees who hold adult services certification annually complete training in accordance with the written plan of training priorities. The training may be structured or unstructured and may include, but is not limited to, lectures, seminars, formal coursework, workshops, conferences, demonstrations, visitations or observations of other facilities/services/programs, distance and other means of electronic learning, video and audio-visual training, and staff meetings. The training shall enhance the skills and competencies of the employee relevant to his or her job responsibilities and shall include, but is not limited to:</p> <p>(1) The rights of individuals set forth in sections 5123.62 to 5123.64 of the Revised Code;</p> <p>(2) The requirements of rule 5123:2-17-02 of the Administrative Code including a review of health and welfare alerts issued by the department since the previous year's training;</p> <p>(3) The requirements relative to the employee's role in providing behavioral support to the individuals he or she serves;</p> <p>(4) Best practices related to the provision of adult services; and</p> <p>(5) Ohio's employment first policy as set forth in rule 5123:2-2-05 of the Administrative Code.</p>		

I have received the training as outlined on this orientation form.

\_\_\_\_\_  
Employee's Signature

\_\_\_\_\_  
Date