



Consumer/Family and Service Provider/ (Staff) Training Contract

I, \_\_\_\_\_ have trained \_\_\_\_\_, on this day \_\_\_\_\_  
(consumer, guardian, primary caregiver, trainer) (Arc employee's name) (Date)

in the following individual support need areas for \_\_\_\_\_:  
(Consumer's name)

Check all that apply

Start Time \_\_\_\_\_ End Time \_\_\_\_\_

- Household Environment
- Daily Routine
- Medication Dispensation
- Dietary Recommendations
- Behavior Management Plan
- Tube Feeding
- Suctioning
- Nebulizer/Breathing Treatment
- Transferring
- Lifting/Lift Use
- Seizure Intervention
- Catheterization
- Positioning
- Personal Care Procedures
- \_\_\_\_\_
- \_\_\_\_\_

After training has been completed, the Arc employee must check one of the boxes below:

- I have been adequately trained in the areas indicated above and am responsible for performing the above when providing services.
- I have NOT been adequately trained in the above areas and request more training in the area(s) of \_\_\_\_\_.

As individual support needs change, it is the responsibility of the consumer/guardian/primary caregiver to keep service providers informed of changes by providing training on the changes. These changes may include, but are not limited to, medications and medical procedures. The service provider must receive training on the new support needs PRIOR to implementing changes in service delivery. The consumer/guardian/primary caregiver agrees that neither The Arc of East Central Iowa nor the service provider will be held responsible or liable in any way whatsoever as a result of any incident which might be construed to adversely affect the health, safety or welfare of the consumer who is cared for by a direct service provider, as long as reasonable care and safety have been provided in accordance with the above training.

\_\_\_\_\_  
Arc Employee Signature and Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
(Consumer, guardian, primary caregiver)

\_\_\_\_\_  
Date

Entered into Employee Database on: \_\_\_\_\_  
Date Initials

Original to Consumer File