

Dementia Care Training for Housing With Services Staff – Optional Form

The Housing With Services (HWS) establishment must maintain records that document training areas covered. Documentation of the training, the dates conducted and the topics covered must be documented in writing and recorded in the employee's personnel file. MDH has provided this form for documenting compliance with these requirements, however, use of this specific form is optional.

Please use in conjunction with Minnesota HWS Chapter 144D.

Dementia care training is required for: Housing With Services staff including maintenance, housekeeping, food service and other staff in a:

1. HWS establishment that provides assisted living services;
2. HWS establishment with a special program or special care unit for residents with Alzheimer's disease or other dementias; and/or
3. HWS that advertise, market or otherwise promote the establishment as providing services for persons with Alzheimer's disease or other dementias, whether in a segregated or general unit.

Employee Name: _____

Employment Start Date: _____

Title/Position: _____

Has this HWS non direct-care employee (including maintenance, housekeeping, food service and other staff) completed (or will complete) at least two hours of training on topics related to persons with dementia for each 12 months of the employment start date and thereafter?

Yes No If yes, date training completed _____

Has this HWS non direct-care employee (including maintenance, housekeeping, food service and other staff) hired January 1, 2016 or later, completed (or will complete) at least four hours of initial training on the areas specified below within 160 working hours of the employment start date?

Yes No N/A (if hired prior to 1/1/16) If yes, date training completed _____

DEMENTIA CARE TRAINING FOR HOUSING WITH SERVICES STAFF – OPTIONAL FORM

Areas of required training related to persons with dementia include:

- An explanation of Alzheimer’s disease and related disorders.
- Assistance with activities of daily living.
- Problem solving with challenging behaviors.
- Communication skills.

Authorized Signature _____ Date _____

Licensing & Certification Program
PO Box 64900
St. Paul, MN 55164-0900
651-201-4101, toll-free 888-345-0823
Health.fpc-web@state.mn.us
www.health.state.mn.us

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