

PCS Provider Training Requirement Summary Sheet

Provider Name	Employment ID Number	
Hire Date	Training Completion Date	
Supervising RN	Annual Re-evaluation Date	

□ Provider is at least 18.
□ Provider is a Louisiana resident.
□ Provider has a minimum of GED or high school equivalent (keep a copy on file).
□ Background Check completed on (keep a copy on file).
□ <u>Adverse Actions List</u> search completed on
□ Pediatric CPR certification date (keep a copy on file).
Renewal date is (two years from initial certification)
□ First Aid certification date (keep a copy on file).
Renewal date is (two years from initial certification)
□ Provider is not related to the student they have been assigned to.
□ Student specific training checklist completed on (keep a copy on file)
☐ Initial Training completed (use the table below to summarize the dates)
*remember – the skill list should be specific to the need of the student PCS worker is assigned to
Chart Explanation:

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- Skill individually list each of the skills the assigned student requires
- Training Date What day(s) did the PCS worker complete the initial training? You can use the resources in the **PCS Training Center**
- Assessment Date The PCS worker must successfully demonstrate the skill 3 times and the trainer must document the assessment. This form can be used to document each skill assessment.
- Observation Date the trainer must observe the PCS worker performing this skill with the student within 14 days of them beginning work with the student. This <u>form</u> can be used for the 14 day initial evaluation.
- Annual re-evaluation dates the RN must re-evaluate the PCS worker on each skill every year. Note the date of the re-evaluation when it is completed.

Skill	Training Date	Assessment	Observation	Annual Re-evaluation(s) Dates
		Date	Date	*only add in dates when completed each year

^{*} All assessments and forms should be attached to this summary sheet and kept in the PCS workers HR file.