

PEPV Staff Virtual Training Log

Audiences
Class I
Catholic Charities (CC) Supervisors and Leads
Case Managers (CM)
Catholic Charities (CC) Staff
Class II
Security

Essential Topic	Audience	Delivery Method	Time	Date Training Was Completed	Supervisor's Initials	PEP-V Staff Persons Initials
Orientation Including: UIR, PEP V Background	Class I	Video & Slide Deck	3 Hours			
PPE	Class I & II	Video & Slide Deck	1 Hour			
Drug Awareness (Alcohol/Other Drugs/Narcan)	Class I & II	In Person	2 Hours			
Case Manager Training	Class I- Case Managers	In Person	5 Hours			
ADA/Reasonable Accommodations	Class I	Video	1.5 Hours			
Emergency Preparedness & Understanding Special Needs	Class I & II	Video	3 Hours			

Created 10.27.2020

*This form must be completed, contain all appropriate signatures and maintained in personnel records. *

Hypothermia In Service	Class I & II	Video	6.5 Hours			
HMIS	Class I	Slide Deck	1 Hour			
Compliance	Class I	Slide Deck	1 Hour			
LGBT	Class I & II	Video	1 Hour			
Conflict Resolution	Class I & II	Video	1 Hour			
Customer Service/ Trauma Informed	Class I & II	Video	1 Hour			
					CC Staff: 22 Hours	
					CM Staff: 27 Hours	
					Security: 15.5 Hours	

Supervisor Signature

I, _____ herby certify that the training(s) which I have written my initials next to, are true and correct, have been verified and were completed by _____.
(insert staff's first and last Name)

Supervisor's Signature

Date

PEP-V Staff Person's Signature

I, _____ herby certify that I have completed all training (s) which I have written my initials next to, are true and correct, have been verified by supervisor and were completed by me.

Signature

Date

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