

Abuse and Neglect, Critical Incident, and Human Rights Attestation Form Template

NOTE: If utilizing Microsoft or Google forms, it is recommended that you ask the employee's name, email, or employer identification number to identify each attestation form received.

The attestation form is used as tool to hold employee's accountable after completing the training to state that they understand the content covered in the training. This is also used as a way to have employee's electronically sign to state they understand their role as a mandatory reporter.

Section 1: Employee Information

- 1.) Enter your full first and last name:
- 2.) Enter your employee ID Number:
- 3.) Enter your agency name, if you work for DDS, write DDS:
- 4.) Enter your position/title with DDS or your agency:
- 5.) Enter your worksite location:
- 6.) Enter the date you completed the online Abuse and Neglect Prevention, Human Rights, and Critical Incident Training:

Section 2: Attestation Form

Complete this section to attest to the complete of this training.

Select all items below to state that:

I completed the training modules 1-5 online regarding Abuse and Neglect Prevention, Critical Incident, Reporting, and Human Rights. The online videos provided me with information on the following topics and I will be held accountable to them:

- 1.) Defining sexual abuse, examples of, and how to recognize it
- 2.) Defining Physical Abuse, examples of, and how to recognize it
- 3.) Defining Financial Exploitation, examples of, and how to recognize it
- 4.) Defining Verbal Abuse, examples of, and how to recognize it
- 5.) Defining Neglect and different types or neglect, and how to recognize it
- 6.) I was provided an understanding of the abuse registry
- 7.) Understanding my role in reporting any sign of abuse while working for DDS or my agency
- 8.) Review of who is at risk for abuse and neglect and why someone may commit Abuse and Neglect
- 9.) Discussed how and where to report abuse or neglect

Abuse and Neglect, Critical Incident, and Human Rights Attestation Form Template

- 10.) I understand the rules and procedure to follow with various agencies that I report Abuse or Neglect, their policies and regional liaisons with DDS
- 11.) Understanding the proper forms to be completed to report abuse or neglect if suspected
- 12.) Knowledge of a critical incident and how to report it
- 13.) Understand the 255 Form, how to complete it, for abuse and neglect and a critical incident
- 14.) Understanding the trajectory of a fulfilling life and respecting individual human rights
- 15.) Review of Positive Behavior Support (PBS), the toolbox, and the ABC model

Section 3: Mandatory Reporter Confirmation

Complete this section to state your understanding of your role as a mandatory reporter.

- 1.) Enter your name below to serve as an electronic signature confirming that you understand your responsibilities as a mandatory reporter. You are required to report abuse or neglect 24/7, not just when you are at work, if you suspect it, witness it, or are informed of it taking place.