

Staff – Training and Screenings

	Owner*	Manager*	Driver	Employee Attendant*	Dispatch*	Office Staff/Other*
Valid state issue ID	✓	✓	✓	✓	✓	✓
Exclusion Checks All 4 Databases SAM; OFAC; OIG; IL DHS &OIG	✓	✓	✓	✓	✓	✓
Valid Illinois Driver License			✓			
MVR (Annually)			✓			
Drug Screen			✓	✓		
Criminal Background Check			✓	✓		
Medicar Safety Training			✓	✓		
Code of Business Conduct Training	✓	✓	✓	✓	✓	✓
General Compliance Training	✓	✓	✓	✓	✓	✓
HIPAA Training	✓	✓	✓	✓	✓	✓
FWA Training	✓	✓	✓	✓	✓	✓
Cultural Competency Training	✓	✓	✓	✓	✓	✓
Abuse, Neglect and Reporting Trainings	✓	✓	✓	✓	✓	✓
Signed Driver/Attendant Code of Conduct			✓	✓		

*If a staff member **ever** drives, they must be disclosed as a driver and meet all driver training and screening obligations regardless of job title.