

Medi-Cal Facility Site and Medical Record Requirement  
Staff Education Checklist

Office of \_\_\_\_\_, MD

Employee Name: \_\_\_\_\_, Title \_\_\_\_\_

ANNUAL STAFF EDUCATION IS COMPLETED FOR THE FOLLOWING TOPICS	EDUCATION FORMAT: LECTURE, SELF-LEARNING MATERIALS	STAFF SIGNATURE	EDUCATION UPON HIRE DATE	ANNUAL RE-EDUCATION DATE(S)		
1. Infection Control/Universal Precautions						
2. Blood Borne Pathogens Exposure Prevention						
3. Biohazardous Waste Handling						
STAFF EDUCATION FOR FOLLOWING TOPICS IS COMPLETED UPON HIRE AND THEN AS NEEDED				RE-EDUCATION DATES		
4. Fire Safety/Prevention						
5. Emergency non-medical procedures						
6. Emergency medical procedures						
7. Child/Elder Abuse/Domestic Violence Reporting						
8. Patient Confidentiality						
9. Informed Consent, including human sterilization						
10. Prior authorization Requests/Referral Process						
11. Grievance/Complaint Procedure						
12. Sensitive Services/Minors Rights						
13. Health Plan Referral Process/Procedure/Resources						
14. Other:						
15.						