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- There may be evidence in your employee’s past to indicate poor judgment or weak character.
  - Take steps to contact past employers. Their first hand experience with your employee may be invaluable.
  - Check criminal records.
    - i.e. prior convictions for sexual crimes
    - Or theft.

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**Know your employees...**

- As an organization you are trusting the “good will” of your company to an individual. You have a responsibility to your client and your company to take steps to ensure both are in the best hands.
- Your employees deal with sensitive information; and in the case of elders, your employees deal with vulnerable individuals, you should ensure they are the best suited for the position and responsibility; as well as worthy of the trust you are granting.

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**EFFECTIVE SUPERVISION & MANAGEMENT are strong tools to assure the best care for your clients and the most favorable outcome for your organization.**

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