

## **Preparation for Competence Assessment Activity**

- 1) Please provide a copy of the 2013 Education Requirement document to all of the participants.
- 2) Please bring the curriculum of hospital orientation.
- 3) Please make available the transcript of all required education of those personnel records requested.
- 4) Please make available most recent performance evaluation.
- 5) Please make available the job description.
- 6) Please make available any required health screening.
- 7) Please make available any required point of care testing requirements.

Attendees--

Human Resources

Education Department Representative

Employee Health unless records can be provided electronically ( Fit testing, evidence of TB skin testing)

Any interested manager of personnel chosen are welcome to attend.