



**To achieve each level each employee must complete the following requirements.**

### **BRONZE LEVEL**

- Must be employed with WellsBrooke for a continuous 6 months
- Have 0-2 call offs and no disciplinary letters within a 60 day period
- Attend Caregiver Code of Conduct training in-service
- Pass Caregiver Code of Conduct training test

### **SILVER LEVEL**

- Have 0-2 call offs and no disciplinary letters within a 90 day period
- Turn in all timesheets/flowsheets as required on continuous basis
- Attend WellsBrooke In-Service on Safety in the Home
- Attend WellsBrooke In-Service on TBI and Spinal Cord Injuries

### **GOLD LEVEL**

- Must be employed with WellsBrooke for one year
- Have no call offs and no disciplinary letters within a 90 day period
- Turn in all timesheets/flowsheets as required on continuous basis
- Attend WellsBrooke In-Service on Positioning and Moving
- Receive recommendation letter from a WellsBrooke client

**After each level is complete the employee will receive the following:**

### **BRONZE LEVEL**

- Compensated for 4 hours at the orientation rate for the conduct training
- Certificate for completion of the conduct training

### **SILVER LEVEL**

- Certificate for completion of the silver level
- Engraved silver pen

### **GOLD LEVEL**

- Certificate for completion of the gold level
- Caregiver Code of Conduct pin
- Scrub top with WellsBrooke logo
- Business cards with a WellsBrooke card carrier
- Receive an increase in pay