

De-Escalation Competency Record

File in the employee personnel record

Federal law requires documented demonstration of competency, not attendance. 42 CFR 482.13(f)(4) requires the record to show that training AND demonstration of competency were successfully completed. 42 CFR 483.376(g) adds the date and the name of the person certifying. Every field below maps to one of those requirements.

1 • EMPLOYEE

EMPLOYEE NAME

JOB TITLE / ROLE

EMPLOYMENT TYPE (STAFF / CONTRACT / AGENCY)

UNIT / PROGRAM / SITE

Surveyors specifically sample contract and agency staff — CMS Tags A-0202 and A-0208.

2 • COMPETENCIES DEMONSTRATED

NAME EACH COMPETENCY INDIVIDUALLY — A COURSE TITLE IS NOT A COMPETENCY

METHOD

P / F

☐ Recognising early warning signs and the phases of escalation

☐ Nonphysical intervention and verbal de-escalation skills [482.13(f)(2)(ii)]

☐ Adapting approach to this population's specific needs [482.13(f)(2)]

☐ Recognising and responding to physical / psychological distress

☐ Post-incident response, reporting and documentation

☐ OTHER — SPECIFY

Method codes: RD = return demonstration SC = skills checklist SL = scored scenario or role-play WT = written test

3 • DATES AND INTERVAL

DATE TRAINING DELIVERED

DATE COMPETENCY DEMONSTRATED

NEXT DEMONSTRATION DUE

CMS measures hospitals against their OWN stated interval — 42 CFR 482.13(f)(1)(iii). PRTFs are semiannual — 42 CFR 483.376(f).

INTERVAL REQUIRED BY OUR POLICY OR ACCREDITOR — STATE IT HERE

4 • RESULT AND REMEDIATION

OVERALL RESULT (PASS / FAIL)

IF NOT PASSED: REMEDIATION PROVIDED, AND DATE RE-DEMONSTRATED

5 • EVALUATOR ATTESTATION

I observed this employee demonstrate the competencies marked above, and I certify the result recorded.

EVALUATOR NAME (PRINTED)

EVALUATOR SIGNATURE

EVALUATOR QUALIFICATION (EDUCATION / TRAINING / EXPERIENCE)

DATE SIGNED

42 CFR 482.13(f)(3) requires trainers be qualified. Surveyors review the trainer's own personnel file — CMS Tag A-0207.