



COMPETENCY VALIDATION CHECKLIST

Adapted from a checklist developed by Agape Respite Care, Inc.

TASK: (name of product or skill being observed) _____ _____ Date: _____ DSP Name: _____ DSP Signature: _____	LEGEND (check those that apply) <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;"> <input type="checkbox"/> Review Policy <input type="checkbox"/> Direct Observation <input type="checkbox"/> Skills/Lab Testing <input type="checkbox"/> Written Exam <input type="checkbox"/> Video Review/Testing <input type="checkbox"/> Chart Review <input type="checkbox"/> Other _____ </td> <td style="width: 50%; border: none;"> <input type="checkbox"/> New Employee <input type="checkbox"/> Annual <input type="checkbox"/> All Age Groups <input type="checkbox"/> Other _____ </td> </tr> </table>	<input type="checkbox"/> Review Policy <input type="checkbox"/> Direct Observation <input type="checkbox"/> Skills/Lab Testing <input type="checkbox"/> Written Exam <input type="checkbox"/> Video Review/Testing <input type="checkbox"/> Chart Review <input type="checkbox"/> Other _____	<input type="checkbox"/> New Employee <input type="checkbox"/> Annual <input type="checkbox"/> All Age Groups <input type="checkbox"/> Other _____
<input type="checkbox"/> Review Policy <input type="checkbox"/> Direct Observation <input type="checkbox"/> Skills/Lab Testing <input type="checkbox"/> Written Exam <input type="checkbox"/> Video Review/Testing <input type="checkbox"/> Chart Review <input type="checkbox"/> Other _____	<input type="checkbox"/> New Employee <input type="checkbox"/> Annual <input type="checkbox"/> All Age Groups <input type="checkbox"/> Other _____		

PERFORMANCE LEVEL GUIDE

- 1 – INSTRUCT (able to train others)
- 2 – COMPETENT (performs independently)
- 3 – CANNOT PERFORM INDEPENDENTLY (requires practice and supervision)

STANDARD	PERFORMANCE LEVEL	EVALUATOR'S SIGNATURE (on every line)
Type in the step-by-step procedures of the standard to be evaluated and signed off by a competent staff person.	Using the guide above, check off the DSP based on demonstrated skill level.	Competent staff evaluating the DSP will sign off on each standard performance.
	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3	
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	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3	

Evaluator's Signature: _____ Date: _____

Evaluator's Credentials: _____

Reviewed/Revised _____



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