

Staff Online Forms (x12)

INCIDENT REPORT FORM FINDON

ALL FINDON STAFF - use this form to submit incidents relating to staff . Use PCS to report incidents regarding Residents. HOPE VALLEY staff use the Hope Valley online form.

[Click Here](#)

INCIDENT REPORT FORM HOPE VALLEY

ALL HOPE VALLEY STAFF - use THIS form to submit incidents relating to residents, visitors & staff. FINDON STAFF - use PCS or the Findon form

[Click Here](#)

FEEDBACK FORM FINDON & HOPE VALLEY

SUBMIT A FEEDBACK FORM (COMMENTS, COMPLIMENTS, COMPLAINTS) BY CLICKING BELOW OR CLICK ARROWS FOR NEXT/PREVIOUS FORM

[Click HERE](#)

MAINTENANCE REQUESTS FINDON

CLICK BELOW TO SUBMIT A MAINTENANCE REQUEST OR CLICK ARROWS FOR NEXT/PREVIOUS FORM

[Click HERE](#)

MAINTENANCE REQUESTS HOPE VALLEY

CLICK BELOW TO SUBMIT A MAINTENANCE REQUEST OR CLICK ARROWS FOR NEXT/PREVIOUS FORM

[Click HERE](#)

STAFF ANNUAL APPRAISAL FORM

It is mandatory for all staff to complete this form each year by the deadline as well as mandatory training for your role. Staff are entirely responsible for completing this requirement of employment and will be in breach of policies if they do not do so (unless they have agreed in writing with the D.O.N. prior to the deadline). NOTE: Complete all boxes, sign and submit.

[Click Here](#)

LIFE @ ANANDA SURVEY FINDON & HOPE VALLEY

A survey form for staff to ask residents or visitors what they think about living at Ananda.

[Click Here](#)

MEAL SATISFACTION SURVEY FINDON & HOPE VALLEY

A survey form for staff to ask residents what they thought of the dining experience at Ananda.

[Click Here](#)

RESIDENT FOCUSED CARE OBSERVATION TOOL

A simple tool for staff to observe care and services in an area of the home for a 15 minute

period. Sit unobtrusively & observe 3-5 residents and note all the interactions staff have with them in that period, positive, neutral or negative. Consider the ambience, homeliness, quality of care and engagement.

[Click Here](#)

I.T. REQUESTS

CLICK BELOW TO SUBMIT AN I.T. REQUEST OR CLICK ARROWS FOR NEXT/PREVIOUS FORM

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