



LASTING FRIENDSHIP & SUPPORT FOR PEOPLE WITH DISABILITIES



Lifetime Networks has a Policies and Procedures Manual that you are responsible for reviewing. You will be paid for 2 hours (1/2 hour per month) to complete an Open Future Learning module on our policies and procedures. These modules must be complete before the end of your probationary period (4 months).

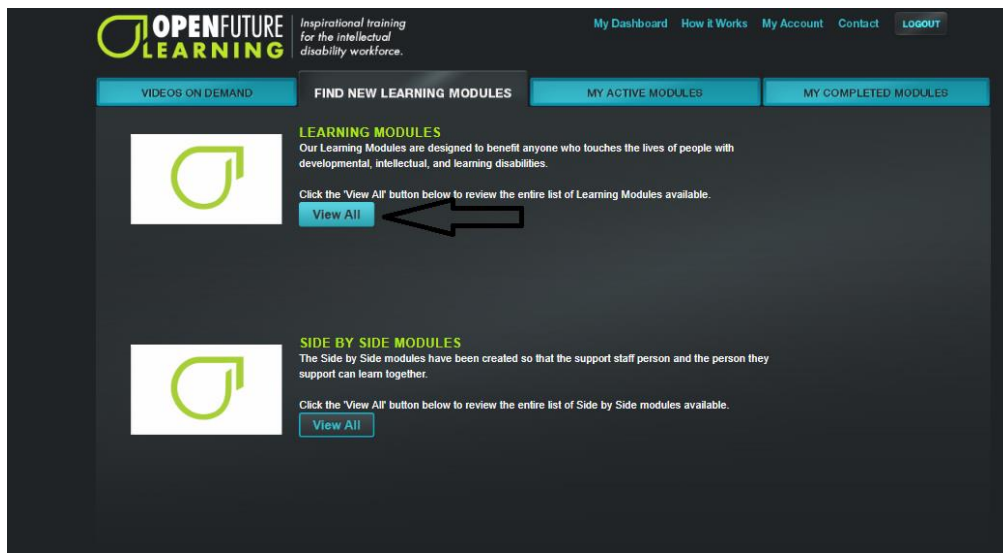
You will be sent a registration link and your username will be set up as the email address you provided lifetime networks. Please check your junk folder if you have not received the email. The registration link is time sensitive and requires you to register as soon as possible.

You are responsible for the following modules;

Title	
#4-Lifetime Networks Health and Safety Standards Policies and Procedures	Edit
#1-Lifetime Networks Human Resource Standards Policies and Procedures	Edit
#2-Lifetime Networks Individual Support Services Policies and Procedures	Edit
Lifetime Networks Critical Incident Reporting	Edit
Lifetime Networks Occupational Health and Safety	Edit
#3-Lifetime Networks Organization, Administration and Finance Policies and Procedures	Edit



Once you have registered On Open Future Learning you will find the Lifetime Networks modules under the Learning Modules tab. Click on this tab and scroll down until you see the modules listed above.



*Upon completion of each module it is your responsibility to sign and email the "Policy Sign off" or "Quiz form at the end of each module to HR, Parveen@Lnv.ca.