

# Training Checklist for Monitors

**Use this checklist and the Training Checklist for Administrative Staff.**

- \_\_\_ Sites for which they will be responsible
- \_\_\_ Conducting Site Visits and Reviews
- \_\_\_ Monitoring schedules
- \_\_\_ Reporting and recording keeping procedures
- \_\_\_ Follow-up procedures
- \_\_\_ Office procedures
- \_\_\_ Local sanitation and health laws
- \_\_\_ Civil Rights requirements
- \_\_\_ Reporting racial/ethnic data
- \_\_\_ Personal safety precautions, if necessary

By signing this form, you are stating that you attended training on the above topics. I understand that this information is being given in connection with the receipt of Federal funds and that misrepresentation may subject me to prosecution under the applicable state and federal criminal statutes.

[illegible]