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| Supervision of Services | **Last Revision:** | May 2020 |
| **Last Reviewed:** | May 2020 |
| **Applies to the following THA Group of Companies:** | * Independent Life at Home |
| **Included in the following THA Manuals:** | Administrative Policies & Procedures |

### PURPOSE

The objective is to pursue the continual improvement in the performance of each employee. A performance evaluation and review process is an important component of this objective and an integral part of the leader-employee relationship.

### POLICY

Services shall be supervised by qualified staff of the provider. Each staff member providing services to a client shall be evaluated in writing by his or her leader at least annually, either through direct observation or demonstration on the job tasks the staff member is required to perform. No leader shall permit an employee to provide services to clients who knowingly have been diagnosed or exposed to tuberculosis, hepatitis or any other infectious disease.