



PALADIN VEHICLE TRAINING CHECKLIST

- 1. Pre-trip checklists-form/demonstration _____
 - 2. Lift operations (No client operates lift) _____
 - 3. Registration/Insurance Cards _____
 - 4. Emergency Supplies-First Aid, fire extinguisher triangles,
Flares, spill kit, fire blanket _____
 - 5. Maintenance Request _____
 - 6. Vehicle Roster _____
 - 7. Fueling of vehicle _____
 - 8. DRIVING THE VEHICLE _____
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- 1. Demonstrates stop/look/listen & emergency flashers at RR tracks _____
 - 2. Demonstrates safe parking/backing-up skills (Copy of “cone” usage
Procedures) was given to staff member. _____
 - 3. Demonstrates use of emergency parking break _____
 - 4. Demonstrates safe operation of lift/wheelchair locks _____
 - 5. Can demonstrate correct seat adjustments for WC sites _____
 - 6. When driving, can maneuver left and right hand turns _____
 - 7. Can refuel bus appropriately _____
 - 8. Can demonstrate proper boarding & disembarking techniques _____

_____ has received training and demonstrated the
 PRINT NAME above skills.

Staff Printed Name	Signature	Date
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Trainer Printed Name	Signature	Date
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Give a copy of form to Accounting so s/he can be added to the Wex Bank Gas Card list. Provide a copy to the immediate supervisor and HR.