

EMPLOYEE NOTICE OF DISCIPLINE

Employee	Work Location	Date of Discipline Action Given
Employee ID #	Date of Occurrence	Supervisor Issuing Action

Violations

- | | | |
|---|---|---|
| <input type="checkbox"/> Attendance
<input type="checkbox"/> Unauthorized Absence
<input type="checkbox"/> Tardiness
<input type="checkbox"/> Insubordination
<input type="checkbox"/> Conduct
<input type="checkbox"/> Endangerment to others | <input type="checkbox"/> Vile, Foul or Abusive Language
<input type="checkbox"/> Safety/Carelessness
<input type="checkbox"/> Willful Damage to District Property
<input type="checkbox"/> Harassment
<input type="checkbox"/> Falsification of Documentation
<input type="checkbox"/> Other | <input type="checkbox"/> Violation of District Policy:
(indicate policy) |
|---|---|---|

Violation Statement (attach any supporting documentation)

Date of Violation: _____

Place of Violation: _____

Statement of Violation: _____

Signed by Supervisor Issuing Action

Date

Position

Disciplinary Action

- | | | |
|--|--|---|
| <input type="checkbox"/> Oral Reprimand
<input type="checkbox"/> Suspension with out pay ____ days
<input type="checkbox"/> Recommendation for Termination | <input type="checkbox"/> Written Reprimand | <input type="checkbox"/> Sent Home w/out Pay
<input type="checkbox"/> Administrative Leave w/Pay |
|--|--|---|

Corrective Actions to be Taken

Corrective Actions/Timeframe: _____

☐ I have read this Notice of Discipline and understand it. (Employee needs to sign each page of supporting documentation also to verify they have been made aware of that)

☐ Employee refused to sign this form and all attached documentation

Employee's Signature _____

Date _____

Employee Incident And Discipline Documentation Form

William J. Rothwell



Employee Incident And Discipline Documentation Form:

HR How-to Joyce B. Gentry, 2005-01-01 The book presents key information you need to know Conserving key human resource ideas introduction to workplace discipline discipline basics the supervisor role the investigation the paper wait the terminators

Forms for the Therapist Allan G. Hedberg, 2010-09-14 Allan Hedberg has been in private practice as a psychologist for over 30 years In *Forms for the Therapist* Dr Hedberg has put together a one stop source of every imaginable form for the early career therapist The book is not geared exclusively to psychologists but to all types of practitioners including psychologists psychiatrists social workers marriage and family counselors alcohol counselors rehabilitation recreational occupational physical and speech therapists The forms have been provided by experienced seasoned professionals who have refined their content over the course of many years in practice In addition to the forms themselves practical guidelines on their use and helpful information on developing personalized forms is included The book is written in a concise format and the forms are easy to duplicate or adapt for the busy professional Forms are designed for early career therapists and obtained from experienced seasoned therapists Includes all types of forms including surveys questionnaires informal tests informational ratings sheets and homework assignments to be used between sessions Information is geared toward all types of practitioners and forms are easily duplicated or adapted saving professionals valuable time

The PBIS Tier One Handbook Jessica Djabrayan Hannigan, Linda Hauser, 2015-05-12 Harness the proactive power of PBIS to improve student behavior The Positive Behavior Interventions and Supports PBIS Champion Model is a breakthrough alternative that has enabled schools to reduce disciplinary incidents by 50% or more This research based action oriented framework will show you how to create a school culture where all students achieve both social and academic success You ll find A step by step framework for implementing a comprehensive systems approach with specific actions to develop monitor and sustain each level of the system Success stories from teachers and administrators Self assessment exercises to ensure PBIS implementation starts on the right track and stays there

The Encyclopedia of Human Resource Management, Volume 2 William J. Rothwell, 2012-04-10 The three volumes in *The Encyclopedia of Human Resource Management* offer a comprehensive review of the essential issues and most important information available on the topic Each volume in the encyclopedia contains contributions from some of the most celebrated names in the field of human resource management HRM and addresses the myriad challenges faced by today s human resource professionals Volume 2 highlights human resource management forms The book contains a tool that can be used to build HR forms as well as processing transactions and measuring effectiveness The book s many field tested forms can be downloaded modified and used immediately The contributors also present a view of HR forms that help when planning for an audit and compliance activities and reporting on human resource effectiveness The HR forms include Interview Assessment Forms New Employee Orientation Checklist Blended Learning Program Review Form Education Workshop Form Talent Management Form Job Analysis Worksheet Form

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authoritative handbook business legal expert Michael Spadaccini gives the business professional all the tools necessary to plan organize form operate and maintain a basic corporation in any of the 50 states Filled with model documents that can be easily customized using the enclosed CD ROM this easy to use kit also provides information and assistance regarding the ongoing responsibilities of running a corporation to give you a complete package *Moving Past PTSD* Jaime B.

Parent,2019-07-24 From World War I until today the United States has failed to provide adequate transition support to millions of veterans leaving military service Instead of providing meaningful jobs access to quality health care and education and fair and equitable housing veterans learn that when their military service is done they are now fighting a new battle a failed bureaucracy which has let them and other veterans down for the past 100 years It s not as if we as a nation haven t tried The Veterans Health Administration VHA has seen the largest increase in funding in its history and has been given several free passes when the budget axe arrives Federal funding and grants for education have also enjoyed similar financial favor and housing opportunities have been increased Yet on a rudimentary level we as a nation cannot stop believing that GI Joe and Jane can t wait to come back home and pick up right where they left off before their military service began The truth is that person is gone and is not coming back After months or years in a highly structured organizational environment often times with deployments and horrific battlefield experiences the military veteran has undergone a paradigm shift in their thinking their character and in the way they view themselves and others Advances in medical triage and transport have saved thousands of men and women who in previous wars who would have died on the battlefield and new prosthetics and treatment strategies for those with invisible wounds have helped many But an overburdened VHA isn t prepared to provide for the sheer volumes of veterans that return home And with veteran unemployment rates traditionally running percentage points higher than their civilian counterparts America still wonders why Many veterans particularly those with PTSD are lost when returning home *Moving Past PTSD* Consciousness Understanding and Appreciation for Military Veterans and Their Families hopes to break this cycle In their own words veterans caregivers and the family members that love them are given the opportunity to tell us what is truly broken in the military to civilian transition Advances in clinical treatments the presentation of a new fast track job training program and new awareness for the challenges facing all military veterans changes our way of understanding of who the 21st century veteran is Through this understanding we can change their lives and they can change ours The Encyclopedia of Human Resource Management, Volume 2 Robert K. Prescott,2012-04-24

Human resource management is a vital function of any organization at the nexus of business practice psychology and law

This one of a kind and all in one print and online encyclopedia offers access to information on all manner of topics and issues related to the people side of business

The Dynamic Fire Chief Craig Haigh, 2022-06-06 The Dynamic Fire Chief Principles for Organizational Management seeks to bridge the gap between service delivery management of street level operations and the executive level management needed by a five bugle wearing CEO Whether you lead a paid or volunteer department the management skills needed to lead a successful department are the same Fire chiefs today are responsible for how emergency services are provided to the community as well as finances human resources legal issues marketing compliance vision casting and succession planning Many fire service leaders fail to understand that financial management is the lifeblood of attaining the resources needed to allow effective fireground operations Most fire chiefs get to the top spot by being good firefighters and officers but they are challenged because they were never actually trained to be an organizational CEO The Dynamic Fire Chief serves as a how to guide to help fire chiefs navigate some of the more challenging topics of organizational leadership Craig A Haigh the 2012 Illinois Career Fire Chief of the Year and recipient of the 2019 International Association of Fire Chiefs Chief Alan Brunacini Executive Safety Award shares his unvarnished stories of personal success and failure from his 30 year career as a fire chief

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Decisions and Orders of the National Labor Relations Board United States. National Labor Relations Board, 2015

101 Sample Write-Ups for Documenting Employee Performance Problems Paul Falcone, 2010-03-24 Whether you re addressing an initial infraction or handling termination worthy transgressions you need to be 100 percent confident that every employee encounter is clear fair and most importantly legal Thankfully HR expert Paul Falcone has provided this wide ranging resource that explains in detail the disciplinary process and provides ready to use documents that eliminate stress and second guessing about what to do and say Revised to reflect the latest developments in employment law the third edition of 101 Sample Write Ups for Documenting Employee Performance Problems includes expertly crafted easily customizable write ups that address sexual harassment absenteeism insubordination drug or alcohol abuse substandard work email and phone misuse teamwork issues managerial misconduct confidentiality breaches social media abuse and more With each sample document also including a performance improvement plan outcomes and consequences and a section of employee rebuttal it s easy to see why over 100 000 copies have already been sold making life for managers and HR personnel significantly easier when it comes to addressing employee performance issues

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Patricia S. Yoder-Wise, 2013-08-13 Leading and Managing in Nursing 5th Edition by Patricia Yoder Wise successfully blends evidence based guidelines with practical application The new edition is designed to prepare you for the nursing leadership issues of today and tomorrow providing just the right amount of information to equip you with the tools you need to succeed on the NCLEX and in practice This thoroughly updated edition is organized around the issues that are central to the success of professional nurses in today s constantly changing healthcare environment including patient safety workplace violence consumer relationships cultural diversity resource management and many more Merges theory research and practical application for an innovative approach to nursing leadership and management Offers a practical evidence based approach to

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Why Trade Contractors Fail and How to Prevent It Jim McCain, 2011-06 The Book Thousands of Trade Contractors Will Want by Their Sides Trade contractors excel at mastery of their specific crafts The plumber the electrician the carpet installer the home builder all these and the many other contractors and subcontractors servicing America's homes and businesses know the technical aspects of their craft inside out But their knowledge of business systems often lags Too many of them fail when it comes to understanding how to manage cash use telemarketing techniques to get new business minimize their inventories and the dozens of other business techniques that spell the difference between success and failure The Business Doctor's book Why Trade Contractors Fail and How to Prevent It subtitled A Handbook of Financial Operations and Marketing Procedures to Help Trade Contractors Succeed addresses those issues It attacks specific problems that contractors face Most books addressing this market are too academic and excessively focused on theory This one is hands on practical the way blue collar contractors understand it and like it

Hire, Manage and Retain Employees for Your Small Business CCH, Cch Editorial, 1997-04

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Edition brings all chapters up to date according to the SHRM 2018 Curriculum Guidebook expands coverage on topics such as diversity and inclusion AI employee engagement and pay equity and features 17 new case studies on a range of organizations including Starbucks and its response to the COVID 19 pandemic This title is accompanied by a complete teaching and learning package Digital Option Courseware SAGE Vantage is an intuitive digital platform that delivers this text's content and course materials in a learning experience that offers auto graded assignments and interactive multimedia tools all carefully designed to ignite student engagement and drive critical thinking Built with you and your students in mind it offers simple course set up and enables students to better prepare for class Assignable Video with Assessment Assignable video available with SAGE Vantage is tied to learning objectives and curated exclusively for this text to bring concepts to life Assignable Self Assessments Assignable self assessments available with SAGE Vantage allow students to engage with the material in a more meaningful way that supports learning LMS Cartridge Import this title's instructor resources into your school's learning management system LMS and save time Don't use an LMS You can still access all of the same online resources for this title via the password protected Instructor Resource Site

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