

WPA 4. Student daily task log

CHC43115 Certificate IV in Disability





Instructions







Print this student daily task log and take it with you to your work placement each day.

For each shift list the activities you participated in. For example, read care plans/PCP/BSP, read policies and procedures, meal assistance, bathroom/toileting assistance, showering, oral care, community access, activity support, incident report writing, progress note writing, attendance at meeting, etc.

Provide a reflection of your thoughts and feelings or performance of these tasks.

Have your supervisor/buddy sign each entry to verify that you participated in these tasks. You may opt to type in your tasks prior to printing, however the Supervisor's signature must be an original signature. You must provide a **minimum of 10 days entries** for your workplace assessor to deem this task satisfactory. Once you have completed this task, upload it to the online campus.

Date	Tasks completed and your reflection statement	Supervisor/ Buddy signature
24/9	Breakfast assistance. Mopped floors. Cleaned room Changed beds Lunch assistance. Washing Reflection statement: Full on day learning all the routines	
25/9	Breakfast. Given morning tea. Cleaned rooms. Lunch assistance Reflection statement: Enjoyed getting to know the residents	
26/9	Breakfast cleanup. Washing Floors mopped Morning tea service. Laundry Lunch service. Sweep Reflection statement: Little bored with doing housework all day	
27/9	Breakfast cleanup Washing Floors Laundry. Clean rooms floors & cupboards. Play UNO Lunch Reflection statement: service Enjoyed the card games with the residents the most	

Date	Tasks completed and your reflection statement	Supervisor/ Buddy signature
28/9	Breakfast cleanup. Floors swept & mopped. Windows cleaned. Morning tea service. Lunch service & cleanup. Reflection statement: Floor cleaning Getting through the housework routine much quicker now	
1/10	Breakfast cleanup. Floor swept & mopped. Morning tea service & cleanup. Rooms cleaned. Beds made. Lunch service & cleanup. Flining swept & mopped. Laundry. Reflection statement: Liked chatting to the residents at UNO. Played UNO	
2/10	Breakfast cleanup. Floors swept & mopped. Morning tea service & cleanup. Beds made. Laundry. Lunch service. Floors swept. Reflection statement: Feel comfortable now that I know what to do.	
3/10	Breakfast cleanup. Floors swept & mopped. Morning tea service & cleanup. Beds made. Lunch service & cleanup. Reflection statement: Laundry Little bored today with housework	
4/10	Breakfast cleanup. Floors swept & mopped. Morning tea service & cleanup. Beds made. Rooms toyed mopped. Lunch service & cleanup. Laundry. Railings cleaned. Reflection statement: Enjoy the meal time service and interaction with the clients	
5/10	Breakfast cleanup. Floors. Rooms cleaned. Laundry. Morning tea & lunch service & cleanup. Reflection statement: Skill development Skill development was great. Client loved doing her knitting	
12/10	Breakfast serving cleanup. Floors. Laundry. Rooms. Morning tea & lunch service & cleanup. Skill development. Reflection statement: Skill development was great. Enjoyed the walk as did the client. I now have a nickname. "Sunshine" - as in a little ray of sunshine.	