

## WHAT IS EMPOWER?

Empower is Home Instead Senior Care's official Learning Management System. The site provides online training as a supplement to our in-office training and will allow you to take control of your own learning journey. Home Instead Senior Care is dedicated to providing a best-in-class, consistent training experience and Empower allows us to achieve that together.

### How to Access Empower



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### WEB BROWSER (RECOMMENDED)

From your computer or mobile device, visit <http://empower-caregiver.sabacloud.com> Log in using your email address connected with Home Instead. You should receive an email with a temporary password, asking you to reset to a new password. If you do not have this email, click "Forgot your password? Click here to reset it".

Once you log in, click the "Empower Help" button on the main page. This action will take you to a landing page with information, videos and resources to help you learn how to navigate and use Empower.

02

### SABA CLOUD APP

On a mobile phone or tablet, download the Saba Cloud app. When asked for your SABA Site Name, enter "empower-caregiver". You can then access Empower with the same credentials as the web browser. (Your "sign in name" is your email address.) You can browse training using the "Catalog" icon or search for courses and training in the search bar located in the "Activity" and "Groups" sections.

## OUR TRAINING POLICY

### TRAINING OVERVIEW

CAREGivers may view and complete any training courses through Empower. All training, unless specifically assigned by a Home Instead Senior Care Manager within the Empower system, is considered voluntary and therefore unpaid. Assigned or voluntary training is not to be viewed when a CAREGiver is on a scheduled shift with a client.\* For mandatory assigned training, CAREGivers will be compensated for the expected duration of the class as determined by Empower.

### SCOPE OF PRACTICE

It is important to note that Empower is a Home Instead Senior Care network-wide platform, and not all training subjects and/or lessons are applicable to our office. Your Scope of Practice, as defined in your CAREGiver Orientation Manual, overrides any training information provided through Empower.

\*Pre-approval needed by a manager to use Empower during an overnight shift.

Updated 7/12/19. For most recent version visit <http://caregiver.place/empower>