



Employee

puppy paws
HOTEL & SPA

Trainer

Date	Timeline	LMS Course	Lesson Complete/ Skills Learned		
	Week 1	Dog Nanny	Curriculum	Yellow Dogs	
			Daily Notes	Shift Prep	
			Incident Reports	Dog Fights - How To	
	Week 2		OPM Phases & What to do		
			Fresh Water / Bowl Ratio	WIW -Checklist	
			Basic Ipad Information	Communications	
	Week 3	Lead Dog Nanny	Curriculum	Yellow Dogs - Depth	
			Daily Notes	Dog Fights - To Do	
			OPM Phases & Why	Photos / SMS Dogs	
	Week 4		Roll Call	Open / Close Playroom	
			Unattended Dogs & Solve	WIW -Checklist	
			Incident Reports	Communications	
	Week 5	Float	Curriculum	Tagging	
			Daily Notes	Fight SOP - Basic	
			Housekeeping - Quick VS Deep	Moving Dogs	
	Week 6		Employee Breaks		
			Food/Meg + Log	WIW -Checklist	
			PU&D Guidelines	Communications	
	Week 7	Lead Float	Curriculum	Vet SOP - Basic	
			Daily Notes	Fight SOP - Detailed	
			How to Split Playroom	Daily Notes - Update	
	Week 8		Employee Breaks	SMS & Profile Pics	
			Playroom Ratio Chart	WIW -Checklist / Team	
			Employee Incident Report	Communications	
	Week 9	Hotel Operations Lead Coordinator	Curriculum	SOP - Knowledge	
			Daily Notes	Call-Ins - How To Handle	
			Employee Incidents	Short Staff - How To	
	Week 10		Dog To Nanny Ratio	Schedule	
				WIW -Checklist	
				Communications	