

(Please print legibly-use black ink)

**DAILY NOTES/ATTENDANCE SHEET**

DOH EI0D: \_\_\_\_\_

Ongoing Service Coordinator: \_\_\_\_\_

Child's Name: _____	Date of Birth: / /	Age: _____
IFSP Period: / / to / /	Service: _____	Type Location Frequency Duration
# Authorized Sessions: _____	Authorization #: _____	ICD-9 Code: _____
Provider/Agency Name: _____	Provider: _____	Professional Title _____

[Key] C= Clinician cancelled    PV= Family vacation    H= Holiday    I= IFSP meeting    M= Make-up    N= No one home  
 P= Parent cancelled    PV= Provider Vacation    S= Child sick/hospitalized    X= Treatment session

DATE: / / [ ] IN: \_\_\_\_\_ OUT: \_\_\_\_\_ \*Parent/Caregiver Signature: \_\_\_\_\_ SESSION #: \_\_\_\_\_

Desired Outcome/Goals: \_\_\_\_\_

Session Content: \_\_\_\_\_

Makeup for: \_\_\_\_\_

CPT CODES: \_\_\_\_\_

Provider Signature/License Initials: \_\_\_\_\_

DATE: / / [ ] IN: \_\_\_\_\_ OUT: \_\_\_\_\_ \*Parent/Caregiver Signature: \_\_\_\_\_ SESSION #: \_\_\_\_\_

Desired Outcome/Goals: \_\_\_\_\_

Session Content: \_\_\_\_\_

Makeup for: \_\_\_\_\_

CPT CODES: \_\_\_\_\_

Provider Signature/License Initials: \_\_\_\_\_

DATE: / / [ ] IN: \_\_\_\_\_ OUT: \_\_\_\_\_ \*Parent/Caregiver Signature: \_\_\_\_\_ SESSION #: \_\_\_\_\_

Desired Outcome/Goals: \_\_\_\_\_

Session Content: \_\_\_\_\_

Makeup for: \_\_\_\_\_

CPT CODES: \_\_\_\_\_

Provider Signature/License Initials: \_\_\_\_\_

DATE: / / [ ] IN: \_\_\_\_\_ OUT: \_\_\_\_\_ \*Parent/Caregiver Signature: \_\_\_\_\_ SESSION #: \_\_\_\_\_

Desired Outcome/Goals: \_\_\_\_\_

Session Content: \_\_\_\_\_

Makeup for: \_\_\_\_\_

CPT CODES: \_\_\_\_\_

Provider Signature/License Initials: \_\_\_\_\_

**Recommendations for support, education, and guidance for parents: (Complete)**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I certify that all the information listed above is correct to the best of my knowledge.  
EI 5177.A 9/08      Provider Signature/License Initials: \_\_\_\_\_

DATE: / / [ ] IN: OUT: \*Parent/Caregiver Signature: SESSION #:

Desired Outcome/Goals:

Makeup for:

Session Content:

CPT CODES:

Provider Signature/License Initials:

DATE: / / [ ] IN: OUT: \*Parent/Caregiver Signature: SESSION #:

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DATE: / / [ ] IN: OUT: \*Parent/Caregiver Signature: SESSION #:

Desired Outcome/Goals:

Makeup for:

Session Content:

CPT CODES:

Provider Signature/License Initials:

DATE: / / [ ] IN: OUT: \*Parent/Caregiver Signature: SESSION #:

Desired Outcome/Goals:

Makeup for:

Session Content:

CPT CODES:

Provider Signature/License Initials:

\*Confirms provider's attendance

Recommendations for support, education, and guidance for parents: (Complete)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

SPECIFIC CONTACT AND COMMENTS BETWEEN TEAM MEMBERS, DOH, AND OTHERS (Doctors, etc.)

DATE	CODES	NOTES

Codes: TC: Telephono Contact AV: Agency Visit HV: Home Visit IFSP: Indiv Fam Svc Plan  
TW: Team Meeting CN: Communications Notebook PC: Teacher/Therapist Consult

I certify that all the information listed above is correct to the best of my knowledge.

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Providers signature/License Initials: \_\_\_\_\_