**ILS PARTICIPANT PROGRESS NOTES**

**Participant Name**:

**Staff Name**:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **DATE** | **TIME IN & TIME OUT**  *(include time of call/text/email)* | **LOCATION**  (home or community,  phone or video) | **Goal #** | **Strategy**  *(refer to bottom of the chart)* | **DESCRIPTION**  *(what did participant work on today, how you helped, and how well did participant do?)* |
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**PA**= Physical assistance **RM**=Reviewed/Modeled **VP**=Prompted **I**=Independently **RD**=Re-Directed **R**=Refused

Acknowledgment statement: I certify that these participant notes are true and accurate.

**Staff Signature: Date:**

**Participant Signature: Date:** N/A