

CLIENT REGISTRATION

Confidential Patient Information
See Welfare & Institution Code 5328

(Print Legibly)

Client Registration ☐

Client Update ☐

Data Entry Initials ☐

Reporting Unit Number:

Client Number:

1

Client Last Name

Client First Name

MI

Gen

2

Alias (or Maiden) Last Name

Alias (or Maiden) First Name

MI

Gen

3

Date of Birth:

Month

Day

Year

4

Sex:

F - Female
M - Male
U - Unknown

5

Social Security Number: (#, Z0, Z2, Z4)

6

CIN

7

Education

Indicate Highest grade completed, If higher than 20, use 20

00 None
01-20 Grade Levels
Z0 Client Declined to State
Z4 Client Unable to Answer

8

Disability Circle and add disability codes below

00	None	16	Developmentally Disabled
01	Severe Visual Impaired	32	Other Physical Impairment
02	Severe Hearing Impairment	64	Mental
04	Speech Impairment	Z0	Client Declined to State
08	Physical Impairment/Mobility	Z4	Client Unable to Answer

9

Preferred Language:

A	English	F	Vietnamese
B	Spanish	G	Laotian
C	Chinese Dialect	H	Cambodian
D	Japanese	I	Sign Language
E	Filipino Dialect	J	Other

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Ethnicity:

A	White	L	Other
B	Black	M	Unknown
C	Native American	X	Mixed Race
E	Chinese	O	Alaskan Native
F	Vietnamese	S	Asian Indian
G	Laotian	U	Guamanian
H	Cambodian	T	Hawaiian
I	Japanese	Q	Korean
J	Filipino	R	Samoan
K	Other Asian	N	Other Southeast Asian

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Hispanic Origin:

1 Not Hispanic
2 Mexican/Mexican American
3 Cuban
4 Puerto Rican
5 Other Latino
6 Other Hispanic

12

Marital Status:

1 Never Married
2 Married/Live Together
3 Widowed
4 Divorced/Dissolved
5 Separated
9 Unknown

13:

Client Birth Last Name

Client Birth First Name

14. Birth Place:

County	State
<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>

15. Mother's First Name:

16.DL (#/Z0/Z2/Z4):

(State/Z0/Z2/Z4):

17. Client Address:

Street

City

State

Zip

+
+ 4

Telephone

18.

Significant Other's Name

Relationship

Telephone

Significant Other's Address

CLIENT REGISTRATION

- Item 4 - Sex** Enter “F” for female, M” for Male or “Z” for unknown.
- Item 7 - Education** Enter in the number indicating the **highest grade** completed. If the highest grade is greater than 20, enter “20”, enter Z0 if the client declines to state or Z4 if the client is unable to answer.
- Item 8 - Physical Disability** Section 503 of the Federal Rehabilitation Act of 1973 defines “disability” as a physical or mental impairment that substantially limits one or more of the major life activities of the individual, a record of such an impairment, or being regarded as having such an impairment.
- Add the number codes** to create the sum of all of the client’s physical disabilities, as stated by the client, and enter the total in this field.
- Item 9 - Preferred Language** Enter the **code** which best represents the client’s preferred language, that is, the language the client would prefer to speak, as reported by the client..
- Item 10 - Ethnicity** Enter the **code** which best represents the client’s ethnic group as identified by the client.
- Item 11 - Hispanic Origin** Enter the appropriate number from the Hispanic origin **codes** listed below to indicate the client’s Hispanic background as identified by the client.
- Item 12 - Marital Status** Enter the appropriate number from the marital status **codes** listed to indicate the client’s current marital status.
- Item 13 – Client Birth Name** Enter the name given at birth.
- Item 14 – Birth Place** Enter the County / State of birth. Refer to County/State tables or the CalOMS Data Collection guide. Z3 is to be enter in as County field if the client was NOT born in California and in the State field if the client was NOT born in one of the 50 states or DC.
- Item 15 – Mother’s First Name** Enter Mother’s first name.
- Item 16 – DL (Drivers License)** Enter Drivers License and the State that issued the license.
- Item 17 - Home Address** - Enter the client’s **home address** with **Zip Code +4**.
- If the client is homeless, enter **Homeless** as the street name and enter the **Zip Code +4** for the **City Hall** of the city where the client indicates they most often sleep (in shelter or on the street).

Item 18 - Significant Other Enter the **name, relationship, telephone number, and address**, of any person(s) who have an important relationship with the client. The relationships currently defined are:

Father	Husband	Relative	Friend	Therapist	Psych
Mother	Wife	Guardian	Partner	MD	Probation Officer
Son	Brother	Conservator	Employer	Physician	Parole Officer
Daughter	Sister	Attorney	Minister	Board Care	Other

Completed By The intake worker **signs** and **dates** the form.

Z0 = Client Declines to State

Z2 = Not Applicable

Z3 = Other

Z4 = Client Unable to Answer

NOTE: The “Z4” (Client Unable to Answer) code is only allowable for certain questions and ONLY when the client is coded in the Client Registration screen as having a Physical Disability of “Developmentally Disabled” or enrolled in a detoxification program.