PROGRESS NOTES								
Client Name: ID#:								
Service Date	Type of Service	Start/ End Time	Tx Plan Index # (s)	Behavior: What are the Clt's observations, thoughts and comments? What are the Counselor's observations (affect, mood, appearance)?	Intervention: What Clt goals & objectives were discussed? Was homework reviewed or assigned?	Response: What was the Clt's response to the session and their progress in reaching treatment goals?	Plan: Does the tx plan need to be updated? What are the Counselor's next steps and when is the next session date?	Date Note Signed
Services Types:								
Intake/Individual-I Group=G Crises=C Collateral=CO Case Mngt=CM Tx Plan=TP Transport=TR Medication=M Discharge=Dchg Other=O  Index of Challenges / Barriers: Index #s: 1) Alcohol and Drug Use 2) Medical 3) Psychological/Emotional Health								
4)Employment & Support 5) Legal 6) Family & Social Skills 7) Spirituality								
The date of the counseling session may be different than the date note is signed. Notes must be legibly printed, signed and dated by the								
counselor/therapist the day of service or no later than 7 calendar days from the date of the counseling session.								

CCR Section 51341.1 (h) (3) of Title 22: Progress notes shall be legible and completed as follows...