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| PROGRESS REPORT AND RECOMMENDATIONS | |
| Name: Mark Offerdahl  Report Completed by (name and title): Arianna Larsen, Program Coordinator | Date of Progress Report: 7/24/15  Type of Progress Report (i.e. annual): Annual  Date of Review Meeting (if applicable): 7/28/15 |
| To:  Person Served  Legal Representative  Case Manager  Other: Jim Ostlund and Elizabeth  Noterman | |
| Summary of Service Outcome and Support Progress | |
| The license holder must provide services in response to the person’s identified needs, interests, preferences, and desired outcomes. Services will be provided according to MN Statutes, chapter 245D and the applicable waiver plan for the person served. The following information will be assessed and determined by the person served and/or legal representative and case manager and other members of the support team. | |
| Before each meeting, the Program Manager will have a conversation with the person served to review the outcomes that were worked on for the last review period and the progress that the person served made.  Date this meeting took place: 7/28/15  Summary of what was discussed: The team discussed Mark’s outcomes and his housing situation. Mark’s probationary status with Metro Mobility was discussed and what must be done to ensure he doesn’t lose his privilege to ride Metro Mobility.  Summary of what the person served would like to work on for the next review period: Mark will work on cooking healthy and maintaining his scheduled pick up times with Metro Mobility. Mark will be prompted by his ILS and Residential staff to remember his pickup times and review his schedule.  How does this relate to the person served interests, long-term goals, lifestyle change, or any other potential accomplishments the person would like to achieve? Mark will maintain his overall health and continue to ride Metro Mobility without any suspension of rides. | |
| **PERSON CENTERED OUTCOMES** | |
| **Outcome #1:** I will work on staying healthy by exercising and making healthy eating choices 75% of the time until July 2016.  **Date of development:** 2013.  **Projected start date for implementation:** 2013.  **Date by which progress towards accomplishing the outcome will be reviewed and evaluated:** July 28, 2015. | |
| Outcome statement with measurable and observable criteria for outcome achievement:  I will work on staying healthy by exercising and making healthy eating choices 75% of the time until July 2016. | |
| Methods or actions that will be used to support the person and to accomplish the outcome:  Mark will be encouraged to make healthy choices while grocery shopping and when out in the community. Mark will be encouraged to drink diet pop or water instead of regular pop. Mark will also be encouraged to work out on a regular basis. | |
| Changes or modifications necessary to the physical and social environments:  There are no changes needed at this time. | |
| Equipment and/or materials required:  Knowledge about healthy eating, work out equipment and walking shoes. | |
| Techniques that are used that are consistent with the person’s communication mode:  Staff will speak to Mark in a slow and clear manner. | |
| Techniques that are used that are consistent with the person’s learning style:  Mark and staff will discuss the benefits of healthy eating. | |
| Data collection method:  The data will be recorded in weekly shift summaries. | |
| Names of staff or positions responsible for implementing the supports and methods:  Mark, Program Counselor, Program Coordinator and Program Director. | |
| **DATA COLLECTION KEY** | |
| \*Summarize Performance toward Outcome using documentation from daily log and make recommendations using the following key. Be sure to include the measurement criteria in the summary to determine if progress has been made on the goal. | |
| |  |  |  |  | | --- | --- | --- | --- | | Month & Year | Percentage | A= Accomplished  MP= Made Progress  LP= Little Progress  NP =No Progress | Comments | | May 2015 | 100% | A | Mark worked out at the YMCA and went golfing. Mark also ate healthy appetizers at his MnCAN event. | | June 2015 | 100% | A | Mark went golfing and drinks water instead of pop. Mark also has been working out. | | July 2015 | 100% | A | Mark has been working out at the YMCA and trying to eat healthy. Mark has been drinking water and eating sandwiches when working his ILS staff. Mark also has been going golfing. | |  |  |  |  | |  |  |  |  | |  |  |  |  | |  |  |  |  | |  |  |  |  | |  |  |  |  | |  |  |  |  | |  |  |  |  | |  |  |  |  | |  |  |  |  | | |
| Summary of progress toward achieving this outcome: Mark has accomplished this outcome 100%.  Recommendation for implementing this outcome:  Continue  Change  Discontinue  Rationale for the recommendation: Since Mark is continually exceeding the expectations of this outcome, it is my suggestion the outcome be changed. Mark independently works out on his own and is attempting to eat healthy | |
| If changes were made to the outcome during the meeting, state here how the outcome will look for the next review period:  I will work on making healthy eating choices by preparing a healthy meal with my ILS staff at least 50% of the time until July 2016. | |

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| **Outcome #2:** I will work on communicating for things such as transportation needs as wells getting out into the community 75% of the time until July 2016.  **Date of development:** 2013.  **Projected start date for implementation:** 2013.  **Date by which progress towards accomplishing the outcome will be reviewed and evaluated:** July 28, 2015. |
| Outcome statement with measurable and observable criteria for outcome achievement:  I will work on communicating for things such as transportation needs as wells getting out into the community 75% of the time until July 27, 2016. |
| Methods or actions that will be used to support the person and to accomplish the outcome:  Mark will be encouraged by his ILS staff to communicate what errands or community events he would like to participate in. |
| Changes or modifications necessary to the physical and social environments:  There are no changes. |
| Equipment and/or materials required:  Metro Mobility, planned activities/errands. |
| Techniques that are used that are consistent with the person’s communication mode:  In the beginning of the shift, Mark will be asked where he would like to go in the community or what he would like work on during the shift. |
| Techniques that are used that are consistent with the person’s learning style:  Mark requires reminders from his ILS and residential staff of his upcoming scheduled activities and pick up times. |
| Data collection method:  The data will be recorded in weekly shift summaries. |
| Names of staff or positions responsible for implementing the supports and methods:  Mark, Program Counselor, Program Coordinator and Program Director. |
| **DATA COLLECTION KEY** |
| \*Summarize Performance toward Outcome using documentation from daily log and make recommendations using the following key. Be sure to include the measurement criteria in the summary to determine if progress has been made on the goal. |
| |  |  |  |  | | --- | --- | --- | --- | | Month & Year | Percentage | A= Accomplished  MP= Made Progress  LP= Little Progress  NP =No Progress | Comments | | May 2015 | 100% | A | Mark cancelled his Metro Mobility ride. Mark communicated to his ILS staff that he didn’t know Metro Mobility couldn’t bring him home after his MnCAN event. | | June 2015 | 100% | A | Mark told staff when he needed to be back home so he could be picked up by Metro Mobility. Mark told his ILS staff he wanted to look at other apartments because the one he toured was outdate and did not meet his requirements. Mark told his ILS staff he was not golfing due to his back hurting. Mark expressed frustration he could not live at an apartment complex he really enjoyed. | | July 2015 | 100% | A | Mark told his ILS staff that he was concerned about fitting in due to the ages of the residents during an apartment tour. Mark told his ILS staff he wanted to tour some apartments during the ILS shift. Mark asked questions about the apartments he has visited and expressed interest in a senior work program. Mark told his ILS staff he wanted to tour a housing community in Plymouth. | |  |  |  |  | |  |  |  |  | |  |  |  |  | |  |  |  |  | |  |  |  |  | |  |  |  |  | |  |  |  |  | |  |  |  |  | |  |  |  |  | |  |  |  |  | |
| Summary of progress toward achieving this outcome: Mark has exceeded the requirements of this outcome.  Recommendation for implementing this outcome:  Continue  Change  Discontinue  Rationale for the recommendation: Mark needs assistance with cancelling his Metro Mobility rides. It is recommended that Mark and his ILS staff work on cancelling his rides in a timely manner. For example, during one shift Mark cancelled his ride a half an hour before he was supposed to be picked up. Metro Mobility requires at least 1 hour notice. Mark will do this with 3 or less prompts from his ILS staff (his direct care staff or Program Coordinator). This new addition should be added to the current outcome. |
| If changes were made to the outcome during the meeting, state here how the outcome will look for the next review period:  I will work on communicating for things such as transportation needs as wells getting out into the community. I will review my monthly calendar and review my pick up times by Metro Mobility with my ILS staff on a weekly basis at least 50% of the time until July 2016. |

**SIGNATURE PAGE**

**By signing below, I am indicating the completion and approval of *Progress Report and Recommendations*.**

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| Person served: | Date: |
| Legal representative: | Date: |
| Case manager: | Date: |
| Licensed provider contact: | Date: |
| Other support team member (name and title): | Date: |
| Other support team member (name and title): | Date: |