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| PROGRESS REPORT AND RECOMMENDATIONS | |
| Name: Derek Cody  Report Completed by (name and title): Jessica Reno, Program Director | Date of Progress Report: 5/27/2015  Type of Progress Report (i.e. annual): Annual  Date of Review Meeting (if applicable): 5/27/2015 |
| To:  Person Served  Legal Representative  Case Manager  Other: | |
| Summary of Service Outcome and Support Progress | |
| **PERSON CENTERED OUTCOMES** | |
| **Outcome #1:**  **Date of development:** 05/30/2006  **Projected start date for implementation:** 07/09/2014  **Date by which progress towards accomplishing the outcome will be reviewed and evaluated:** 05/24/2015 | |
| Outcome statement with measurable and observable criteria for outcome achievement: I would like to expand on my leisure and recreation skills, and participate in community activities with an emphasis on physical activity. I will do this by going to a restaurant, to the park, to a movie, or any other activity in the community. I will participate in community activities at least 2 times per week 75% of trials through 5-24-15. | |
| Methods or actions that will be used to support the person and to accomplish the outcome:   1. Staff will verbally remind Derek that he has chosen to work on leisure and recreational activities as an outcome. 2. Staff will ask Derek what he is interested in doing in the community for the shift. 3. Staff will offer Derek choices if he is having a difficult time deciding what he wants to do for the shift. | |
| Changes or modifications necessary to the physical and social environments: The physical environment will depend on the location of the community activity, but will be a place that is enjoyable and comfortable to Derek. | |
| Equipment and/or materials required: Phone, internet, pen, and paper | |
| Techniques that are used that are consistent with the person’s communication mode:  Staff will discuss with Derek what he would like to do each shift. | |
| Techniques that are used that are consistent with the person’s learning style: Derek responds best in a more casual atmosphere. | |
| Data collection method: Staff will complete a shift summary following each shift with Derek. This outcome will be tracked as part of the shift summary. | |
| Names of staff or positions responsible for implementing the supports and methods: Derek, ILS staff | |
| **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 2014 | 100% | A | Derek went to the YMCA. | | June 2014 | 100% | A | Derek went to the YMCA. | | July 2014 | 0% | NP | No shifts were documented in July. | | August 2014 | 0% | NP | No shifts were documented in August. | | September 2014 | 100% | A | Derek went to East Ridge and YMCA. | | October 2014 | 100% | A | Derek went to East Ridge and YMCA. | | November 2014 | 100% | A | Derek went to East Ridge and YMCA. | | December 2014 | 100% | A | Derek went to East Ridge and YMCA. | | January 2015 | 100% | A | Derek went to East Ridge and Jimmy Lee. | | February 2015 | 33.33% | MP | Goals were accomplished when shifts completed. | | March 2015 | 33.33% | MP | Goals were accomplished when shifts completed. | | April 2015 | 70% | MP | Derek searched for employment in the community. | | May 2015 | 0% | NP | This goal was not worked during this reporting period. | | |
| Summary of progress toward achieving this outcome: When shifts were completed, Derek made progress toward this goal achievement by engaging in sports activities in the community. Derek also began searching for employment in the community.  Recommendation for implementing this outcome:  Continue  Change  Discontinue  Rationale for the recommendation: It is recommended that this goal be continued as Derek reported a desire to secure employment in the community and continue engaging in sports related activities with staff. | |
| If changes were made to the outcome during the meeting, state here how the outcome will look for the next review period:  The team decided that this outcome would be discontinued. | |

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| **Outcome #2:**  **Date of development:** 05/30/2006  **Projected start date for implementation:** 07/09/2014  **Date by which progress towards accomplishing the outcome will be reviewed and evaluated:** 05/24/2015 |
| Outcome statement with measurable and observable criteria for outcome achievement:  I would like to expand my skills to reduce/eliminate maladaptive behaviors, and learn to independently diffuse situations when I am angry. I will do this by not physically, verbally, aggressing towards others or destructing property when I get angry. I will keep my hands to myself when I am angry with no more than 2 cues from staff 75% of trials through 5-24-15. |
| Methods or actions that will be used to support the person and to accomplish the outcome:   1. When Derek gets angry, staff will verbally remind Derek that he has chosen to work on reducing/eliminating maladaptive behaviors such as physically aggressing toward others or destroying property. 2. Staff will start counting cues to keep Derek’s hands to himself. 3. Staff will attempt to block any aggressions towards others or towards property. 4. Staff will continue to use a calm voice and cue Derek to calm down. 5. Staff will verbally cue Derek to calm down, then staff will back up and allow Derek to process the information. 6. Once Derek is calm, staff will discuss the situation and come up with alternatives to the behavior. |
| Changes or modifications necessary to the physical and social environments: Staff will use a calm, supportive approach. The physical environment will depend on the location of where Derek has his maladaptive behavior, but will be a place that is enjoyable and comfortable to Derek. |
| Equipment and/or materials required: None. |
| Techniques that are used that are consistent with the person’s communication mode: Staff will verbally cue Derek to calm down and use a calm and supportive approach. |
| Techniques that are used that are consistent with the person’s learning style: Staff will use a use a calm voice to cue Derek to calm down and then staff will allow Derek time to process the information. |
| Data collection method: Staff will complete a shift summary following each shift with Derek. This outcome will be tracked as part of the shift summary. |
| Names of staff or positions responsible for implementing the supports and methods: Derek, ILS staff |
| **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 2014 | 16% | LP |  | | June 2014 | 9% | LP |  | | July 2014 | 0% | NP | No shifts documented in July. | | August 2014 | 0% | NP | No shifts documented in August. | | September 2014 | 0% | NP | This goal was not worked during this reporting period. | | October 2014 | 0% | NP | This goal was not worked during this reporting period. | | November 2014 | 16% | LP |  | | December 2014 | 58.3% | MP | Derek was able to de-escalate when angry after staff provided cues. | | January 2015 | 28% | MP |  | | February 2015 | 33% | LP |  | | March 2015 | 33% | LP |  | | April 2015 | 45% | MP |  | | May 2015 | 0% | NP | This goal was not worked during this reporting period. | |
| Summary of progress toward achieving this outcome: Derek made some progress toward this goal achievement by deescalating when angry. Staff also reported that Derek had reduced symptoms or outbursts of anger.  Recommendation for implementing this outcome:  Continue  Change  Discontinue  Rationale for the recommendation: It is recommended that this goal be continued as Derek would benefit from continuing to work on anger and impulse control with staff. |
| If changes were made to the outcome during the meeting, state here how the outcome will look for the next review period: |

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| **Outcome #3:**  **Date of development:** 05/26/2012  **Projected start date for implementation:** 07/09/2014  **Date by which progress towards accomplishing the outcome will be reviewed and evaluated:** 05/24/2015 |
| Outcome statement with measurable and observable criteria for outcome achievement: I would like to learn to prepare a meal. I would like to do this at least twice per month. I will work on trying new recipes when I cook. I will prepare a meal for my family, eat with my family, and clean up after making the meal. I would like to accomplish this at least 60% of the time by 5-24-2015. |
| Methods or actions that will be used to support the person and to accomplish the outcome:   1. Staff will verbally prompt Derek as needed to participate in planning a meal 2. Staff will assist Derek in finding a new recipe to make twice a month. 3. Staff will assist in cutting coupons, and grocery shopping for items to make the planned meal. 4. Staff will assist Derek with all steps of the cooking the meal. 5. Staff will provide positive praise for completing his meal preparation tasks. |
| Changes or modifications necessary to the physical and social environments: The outcome will be run in Derek’s kitchen, the grocery store, and any other place required to plan and prepare a meal. |
| Equipment and/or materials required: Kitchen supplies/appliances, recipes, food. |
| Techniques that are used that are consistent with the person’s communication mode: Staff will discuss with Derek what he’d like to make and then prompt Derek as needed to plan and make his meal. |
| Techniques that are used that are consistent with the person’s learning style: Staff will discuss with Derek what he’d like to make and make suggestions as needed. |
| Data collection method: Staff will complete a shift summary following each shift with Derek. This outcome will be tracked as part of the shift summary. |
| Names of staff or positions responsible for implementing the supports and methods: Derek, ILS staff |
| **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 2014 | 0% | NP | This goal was not worked during this reporting period. | | June 2014 | 25% | LP |  | | July 2014 | 0% | NP | No shifts documented in July. | | August 2014 | 0% | NP | No shifts documented in August. | | September 2014 | 0% | NP | This goal was not worked during this reporting period. | | October 2014 | 0% | NP | This goal was not worked during this reporting period. | | November 2015 | 0% | NP | This goal was not worked during this reporting period. | | December 2014 | 0% | NP | This goal was not worked during this reporting period. | | January 2015 | 25% | LP |  | | February 2015 | 33% | LP |  | | March 2015 | 0% | NP | Derek decided not to work this goal during the reporting period. | | April 2015 | 0% | NP | Derek decided not to work this goal during the reporting period. | | May 2015 | 0% | NP | Derek decided not to work this goal during the reporting period. | |
| Summary of progress toward achieving this outcome: This goal was not consistently worked on by Derek and staff. Derek also on occasion refused to practice cooking skills, leading to low goal achievement.  Recommendation for implementing this outcome:  Continue  Change  Discontinue  Rationale for the recommendation: It is recommended that this goal be changed to practicing cooking skills once per month to encourage goal achievement. |
| If changes were made to the outcome during the meeting, state here how the outcome will look for the next review period: |

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| **Outcome #4:**  **Date of development:** 07/08/2013  **Projected start date for implementation:** 07/09/2014  **Date by which progress towards accomplishing the outcome will be reviewed and evaluated:** 05/24/2015 |
| Outcome statement with measurable and observable criteria for outcome achievement:  I want to study for my driver’s test. I will do this by reviewing the driver’s education manual and learn the rules of the road. When in the community I will discuss the rules of the road, as teachable moments arise. I would like to work on this two times per month, 60% of the time with my ILs staff as recorded by 5-24-2015. |
| Methods or actions that will be used to support the person and to accomplish the outcome:   1. Staff will assist Derek in reading the driver’s education manual. 2. While in the community staff will discuss the meanings of different directional road signs and teach Derek how to use them. |
| Changes or modifications necessary to the physical and social environments: No changes necessary. |
| Equipment and/or materials required: Driver’s Education Manual |
| Techniques that are used that are consistent with the person’s communication mode: Derek completes this goal best when driving with staff and discussing signage and driving-related issues that arise. |
| Techniques that are used that are consistent with the person’s learning style: Derek does well when he is able to see the signs and situations, in order to interpret and learn them. |
| Data collection method: Staff will complete a shift summary following each shift with Derek. This outcome will be tracked as part of the shift summary. |
| Names of staff or positions responsible for implementing the supports and methods: Derek, ILS staff |
| **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 2014 | 0% | 0% | Goal not documented on shift summaries in May. | | June 2014 | 100% | A | Derek studied for his driver’s test. | | July 2014 | 0% | NP | No shifts documented in July. | | August 2014 | 0% | NP | No shifts documented in August. | | September 2014 | 100% | A | Derek studied for his driver’s test. | | October 2014 | 100% | A | Derek studied for his driver’s test. | | November 2014 | 100% | A | Derek studied for his driver’s test. | | December 2014 | 100% | A | Derek studied for his driver’s test. | | January 2015 | 0% | NP | This goal not accomplished in January. | | February 2015 | 100% | A | Derek studied for his driver’s test. | | March 2015 | 100% | A | Derek prepared with staff for his driver’s exam. | | April 2015 | 50% | MP | Staff reviewed with Derek the written skills needed for his driver’s exam. | | May 2015 | 0% | NP | This goal not accomplished in May. | |
| Summary of progress toward achieving this outcome: This goal was accomplished by Derek with some frequency. Derek has reported increased confidence if being prepared for the driver’s license exam.  Recommendation for implementing this outcome:  Continue  Change  Discontinue  Rationale for the recommendation: It is recommended that this goal be continued to support Derek’s achievement of securing his driver’s license. |
| If changes were made to the outcome during the meeting, state here how the outcome will look for the next review period: |

**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: |