



Supportive Housing Records NEW Sept 2021

1. Supportive Housing Supportive Housing Assessment (65E-4.014.6.a)--Completed 30 days after intake and include the following with client input: a. Presenting problem
2. Supportive Housing Supportive Housing Assessment (65E-4.014.6.a)--Completed 30 days after intake and include the following with client input: c. Relationship with family members and significant others
3. Supportive Housing Supportive Housing Assessment (65E-4.014.6.a)--Completed 30 days after intake and include the following with client input: d. Service agencies with whom the client has been involved
4. Supportive Housing Clinical Records Cx Assessment (65E-4.014.6.a Supportive Housing Assessment is completed 30 days after intake and include the following with client input: a. Current and potential strengths and problems b. information from the intake and evaluation c. Description of the client's current and potential strengths and problems, the client's family and friends, pertinent service agencies with whom the client has been involved, and other social support systems that may contribute to housing stability and community engagement.
5. Supportive Housing Supportive Housing Assessment (65E-4.014.6.a)--Completed 30 days after intake and include the following with client input: e. Involvement or need for involvement in social support systems
6. Supportive Housing Supportive Housing Assess / Trx Plan (65E-4.014(6), F.A.C.)--Treatment Plan / Supportive Housing Service Plan must be completed, and the actions specified in the plan must be initiated for each active client within 30 days after completion of intake.
7. Supportive Housing Supportive Housing Client Record (65E-4.014.3.b.8)--Client Record includes: Time-specific release of information, signed/dated by client/guardian, authorizing a designated the agency to receive the information
8. Supportive Housing Supportive Housing Client Record (65E-4.014.3.b.11)--Client Record includes: Legal status
9. Supportive Housing Supportive Housing Client Record (65E-4.014.3.b.2)--Client Record includes: Staff name who has primary responsibility of client
10. Supportive Housing Supportive Housing client records (65E-4.014.3.b.1)--Client Record includes: Marital status.
11. Supportive Housing Supportive Housing Client Records (65E-4.014.3.b.1)--Client Record includes: Guardian contact information for minor clients.
12. Supportive Housing Supportive Housing Client Records (65E-4.014.3.b.1)--Client Record includes: Client Name
13. Supportive Housing Supportive Housing Client Records (65E-4.014.3.b.1)--Client Record includes: Address.
14. Supportive Housing Supportive Housing Client Records (65E-4.014.3.b.1)--Client Record includes: Referral source.



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15. Supportive Housing Supportive Housing Client Records (65E-4.014.3.b.1)--Client Record includes: Telephone number.
16. Supportive Housing Supportive Housing Client Records (65E-4.014.3.b.1)--Client Record includes: Sex.
17. Supportive Housing Supportive Housing Client Records (65E-4.014.3.b.1)--Client Record includes: Race.
18. Supportive Housing Supportive Housing Client Records (65E-4.014.3.b.1)--Client Record includes: Date of birth.
19. Supportive Housing Supportive Housing Progress Notes (65E-4.014.3.c)--Progress notes shall be prepared at least monthly for clients having a Supportive Housing service or treatment plan unless documented otherwise. Content shall include: 1) Contact dates with client, family, friends, or service agencies;
20. Supportive Housing Supportive Housing Progress Notes (65E-4.014.3.c)--Progress notes shall be prepared at least monthly for clients having a Supportive Housing service or treatment plan unless documented otherwise. Content shall include: 2) Progress, or lack thereof, relative to the Supportive Housing service plan or treatment plan
21. Supportive Housing Supportive Housing Progress Notes (65E-4.014.3.c)--Progress notes shall be prepared at least monthly for clients having a service or treatment plan unless documented otherwise. Content shall include: 3) Modified Supportive Housing service or treatment plan from changes in client's needs, resources, findings.
22. Supportive Housing Supportive Housing Records Requirements--Record ID
23. Supportive Housing Supportive Housing Records Requirements--Client Initials
24. Supportive Housing Supportive Housing Records Requirements--Client Identifier
25. Supportive Housing Supportive Housing Records Termination (65E-4.014.3.d)--Termination report must be in the record within 4 weeks after official termination of services. Termination Report shall include: 1) Evaluation of impact of agency's services on client's goals or objectives.
26. Supportive Housing Supportive Housing Records Termination (65E-4.014.3.d)--If no contact over 90 days, file must be closed, unless Supportive Housing service or treatment plan indicates less frequent contact. Reason for termination must be included.
27. Supportive Housing Supportive Housing Records Termination (65E-4.014.3.d)--Termination report must be in the record within 4 weeks after official termination of services. Termination Report shall include: 2) Date and signature of individual preparing report.



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28. Supportive Housing Supportive Housing Records Termination (65E-4.014.3.d)--Termination report must be in the record within 4 weeks after official termination of services. Termination Report shall include: 3) If there is a referral, a reason for the referral must be noted.
29. Supportive Housing Supportive Housing Records / Trx Plan (65E-4.014.6.b)--Completed 30 days after intake with the following goals and objectives with client input: e. 1 goal for each housing / community engagement issue in addition to any treatment issues (if applicable).
30. Supportive Housing Supportive Housing / Trx Plan (65E-4.014.6.b)--Completed 30 days after intake with the following goals and objectives with client input: g. If service is unavailable within the agency, Primary therapist / Housing worker must link client to appropriate agencies.
31. Supportive Housing Supportive Housing Records / Trx Plan (65E-4.014.6.b)--Completed 30 days after intake with the following goals and objectives with client input.
32. Supportive Housing Supportive Housing Records / Trx Plan (65E-4.014.6.b)--Completed 30 days after intake with goals and objectives with client input.
33. Supportive Housing Supportive Housing Records / Trx Plan (65E-4.014.6.b)--Completed 30 days after intake with the following goals and objectives with client input: c. Actions needed to attain the goals and staff responsible.
34. Supportive Housing Supportive Housing Records / Trx Plan (65E-4.014.6.b)--Completed 30 days after intake with the following goals and objectives with client input: b. Reasonable timeframe
35. Supportive Housing Supportive Housing Records / Trx Plan (65E-4.014.6.b)--Completed 30 days after intake with the following goals and objectives with client input: a. Achievable, observable, measurable.
36. Supportive Housing Supportive Housing Records / Trx Plan (65E-4.014.6.b)--Completed 30 days after intake with the following goals and objectives with client input: d. Incorporate needs and strengths from assessment.
37. Supportive Housing Supportive Housing Records / Trx Plan (65E-4.014.6.b)--Completed 30 days after intake with the following goals and objectives with client input: f. For non-CCMS clients in need of external resources, Primary Therapist, Housing worker or treatment coordinator shall develop goals or objectives for those resources on either the treatment plan or Supportive Housing service plan.