The Arc

For people with intellectual and developmental disabilities

Companion Service Report

Franklin & Fulton Counties
2314 Philadelphia Avenue
Chambersburg, PA 17202
Main Line: 717-264-4390
Fax: 717-264-4390
www.thearcoffranklinfultoncounties.com

Employee's Name: Date of Service: / /

Hours of Service: _____:_____am/pm to _____:_____am/pm Total Hours: _____

Mileage Odometer Readings: Start _____ Finish_____ Total Miles _____

Staff Expenses _____ (please include receipts) ***Consumer must be in the vehicle for mileage reimbursement.

Companion service definition: *Companion services are provided to individuals living in private homes for the limited purposes of providing supervision and assistance that is focused solely on the health and safety of the adult individual with an intellectual disability. This service can also be used to supervise individuals during socialization or non-habilitative activities when necessary to ensure the individual's safety. Companions may supervise and provide assistance with daily living activities, including grooming, health care, household care, meal preparation and planning, and socialization.*

Consumer's Name: _____ Phone: _____

Address: _____

_____

_____

Social Outing Location:

_____

_____

Summary:

_____

_____

_____

_____

Special Instructions:

_____

_____

My signature below verifies that I received/provided a service on the dates and times listed above. I understand that payment for these services are from Federal and State funds, and that any false claims, statements, documents, or concealment of material facts may be prosecuted under Federal and State Laws.

Emergency Contact Information:

Signature of Employee: Date: / /

Signature of Parent or Guardian: Date: / /

"This facility is funded through a contract with the Franklin-Fulton County Mental Health/Intellectual Disabilities/Early Intervention"

The Arc of Franklin & Fulton counties is affiliated with the Arc of the United Sates, The Arc of Pennsylvania and other local chapters of The Arc across the country.

United Way

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Home & Community Service Report

Franklin & Fulton Counties
2314 Philadelphia Avenue
Chambersburg, PA 17202
Main Line: 717-264-4390
Fax: 717-264-4390
www.thearcoffranklinfultoncounties.com

Employee's Name: Date of Service: / /

Hours of Service: _____:_____am/pm to _____:_____am/pm Total Hours: _____

Mileage Odometer Readings: Start_____ Finish_____ Total round trip mileage: _____

Staff expenses_____ (please include receipts) ***Consumer must be in the vehicle for mileage reimbursement.

Home & Community definition: *Is a direct service (face-to-face) designed to assist individuals in acquiring, maintaining, and improving self-help, domestic, socialization, and adaptive skills necessary to reside successfully in home and community-based settings. Services consist of support in the general areas of self-care, communication, fine and gross motor skills, mobility, personal adjustment, relationship development, socialization, and use of community resources. Through the provision of this service individuals will acquire, maintain, or improve skills necessary for individuals to live in the community, to live more independently, or to be more productive and participatory in community life.*

Consumer's Name: _____ Phone: _____

Address: _____

Outcomes & Goals Must Follow the Individual Support Plan:

Hours: (____:____to____:____) Goals & Progress:_____

_____

Hours: (____:____to____:____) Goals & Progress:_____

_____

Hours: (____:____to____:____) Goals & Progress:_____

_____

Hours: (____:____to____:____) Goals & Progress:_____

_____

Hours: (____:____to____:____) Goals & Progress:_____

Special Instructions:

_____

_____

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Emergency Contact Information:

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Signature of Parent or Guardian: Date: / /

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Family Aide Service Report

Franklin & Fulton Counties
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Chambersburg, PA 17202
Main Line: 717-264-4390
Fax: 717-264-4390
www.thearcoffranklinfultoncounties.com

Employee's Name: Date of Service: / /

Hours of Service: _____:_____am/pm to _____:_____am/pm Total Hours: _____

Family Aide service definition: *Are direct services provided in segments of less than 24 hours to supervise or support individuals on a short-term basis due to the absence or need for relief of those persons normally providing care. This service is limited to a maximum of four sessions per month and up to 24 hours. Services are provided based on available funding.*

Consumer's Name: _____ Phone: _____
Address: _____

Outcomes & Goals:

_____
_____
_____
_____

Summary:

_____
_____
_____
_____

Special Instructions:

_____
_____

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Emergency Contact Information:

Signature of Employee: Date: / /

Signature of Parent or Guardian: Date: / /

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BASE Respite Service Report

Franklin & Fulton Counties
2314 Philadelphia Avenue
Chambersburg, PA 17202
Main Line: 717-264-4390
Fax: 717-264-4390
www.thearcoffranklinfultoncounties.com

Employee's Name:

Start Date: / / Start Time: : am/pm End Date: / / End Time: : am/pm

Respite service definition: *Are direct services that are provided to supervise and support individuals living in private homes on a short-term basis due to the absence or need for relief of those persons normally providing care. 24-hour respite is provided for periods of more than 16 hours. Services are based on available funding.*

Consumer's Name: _____ Phone: _____
Address: _____

Outcomes & Goals:

_____
_____
_____
_____

Summary:

_____
_____
_____
_____

Special Instructions:

_____
_____

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Emergency Contact Information:

Signature of Employee: Date: / /

Signature of Parent or Guardian: Date: / /

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Respite 15 Minute Service Report

Franklin & Fulton Counties
2314 Philadelphia Avenue
Chambersburg, PA 17202
Main Line: 717-264-4390
Fax: 717-264-4390
www.thearcoffranklinfultoncounties.com

Employee's Name: Date of Service: / /

Hours of Service: _____:_____ am/pm to _____:_____am/pm Total Hours: _____

Mileage Odometer Readings: Start_____ Finish_____ Total round trip mileage: _____

Staff expenses_____ (please include receipts) ***Consumer must be in the vehicle for mileage reimbursement.

Respite 15 minute service definition: *are direct services that are provided to supervise and support individuals living in private homes on a short-term basis due to the absence or need for relief of those persons normally providing care. 15 minute respite is provided for periods of 16 hours or less. Services are based on available funding.*

Consumer's Name: _____ Phone: _____

Address: _____

Outcomes & Goals:

_____

_____

_____

_____

Summary:

_____

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_____

Special Instructions:

_____

_____

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