The Arc

For people with intellectual and developmental disabilities

Companion Service Report (3:1)

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: This service can be used to supervise individuals during socialization or non-habilitative activities when necessary to ensure the individuals safety. Companions may supervise and provide necessary care and minimal assistance with daily living activities, including grooming, healthcare, household care, meal preparation and planning, and socialization. Services are provided based on available funding. Ratio of 3 to 1.

Consumer's Name: _____ Phone: _____

Address: _____

Social Outing Location:

_____

_____

Money Management:

_____

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

The Arc

For people with intellectual and developmental disabilities

Respite Service Report

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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

Mileage Odometer Readings: Start_____ Finish_____ Total round trip mileage: _____
Staff expenses_____ (please include receipts) ***Consumer must be in the vehicle for mileage reimbursement.

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-hur 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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United Way