

Royal Community Support

101 Chase Ave 103, Lakewood NJ 08701
 70 East Main Street, Somerville NJ 08876
 P: 732-347-8500 F: 732-276-9717

Documentation of Services Provided

Instructions: Check (✓) off all completed tasks.

Employee: _____ Employee ID# _____

Individual Supported: _____

Address of Individual Supported: _____

Individual's MIS#: _____

ISP OUTCOME: _____ Service Plan Year: _____

Service strategies (check all that apply)

- Assistance with personal care & daily living activities (e.g. getting dressed, eating, personal hygiene, etc.)
- Assistance with promoting community involvement (e.g. errands, attending events, going to stores/restaurants, purchasing items, learning to use public transportation, etc.)
- Assistance with increasing skill sets (e.g. teaching laundry, cooking, cleaning, budgeting, home maintenance, appointment making skills, etc.)
- Assistance with ancillary job/volunteering support (e.g. safety awareness, using the restroom, attending to task, lunch/breaks, etc.)
- Assistance with learning activities (e.g. basic math, reading, writing assistance, support in attending a class,)

| DATE | START TIME | END TIME | TOTAL HOURS | Summarize the day and how what you did as a DSP helps the individual supported to meet his/her outcomes: |
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| | Person Served/Responsible Party | DSP Signature |
|-------|---------------------------------|---------------|
| SAT | | |
| SUN | | |
| MON | | |
| TUES | | |
| WED | | |
| THURS | | |
| FRI | | |