

Example 1 of Written Component of a Companion Service Log

This is a sample available to Medicaid Waiver Providers for technical assistance. This is not a mandatory format. The content is an example only. Service logs must meet all additional Medicaid Waiver requirements based on the Medicaid Waiver Coverage and Limitations Handbook definitions.

Companion Goal from Support Plan: Kristin wants to be able to be an active member of an animal rescue organization.

Summary of Companion Service Provided:

As you write, think about the “W” questions-Who, What, Where, Why, When, How, and What Next; Describe how the person is involved.

I worked with Kristin on Thursday (*Who and When*). I asked if she wanted to complete the activity we planned last time we met to reach her goal (*What*). She stated her goal to become involved in an animal rescue organization remains important to her and her Companion service (*Why*). Kristin logged in to the computer at the library independently (*How person is involved and Where*) and I assisted her to explore the internet for options of local animal rescue organizations (*How*). She located 3 sites of interest near her home (*How person is involved*). Kristin selected the site closest to her home (*How person is involved*). We visited that location, Animals R Us (*Where*). I assisted Kristin to express her interest to the organization (*Why*). We received a tour of the site from an employee, Ken. Kristin asked Ken for an application (*How person is involved*). Kristin and I arranged to meet the following week on Tuesday to complete the application and take back to the organization (*What next*).

Example 2 of Written Component of a Companion Service Log

This is a sample available to Medicaid Waiver Providers for technical assistance. This is not a mandatory format. The content is an example only. Service logs must meet all additional Medicaid Waiver requirements based on the Medicaid Waiver Coverage and Limitations Handbook definitions.

Companion Goal from Support Plan: Kristin wants to be able to be an active member of an animal rescue organization.

Summary of Companion Service Provided:

As you write, think about the “W” questions-Who, What, Where, Why, When, How, and What Next; Describe how the person is involved. The sections underlined link to the answers to these questions.

Who: I worked with Kristin on Thursday.

When: I worked with Kristin on Thursday.

What: I asked if she wanted to complete the activity we planned last time we met to reach her goal.

Why: She stated her goal to become involved in an animal rescue organization remains important to her and her Companion service.

Where: Kristin logged in to the computer at the library independently.

How person is involved: Kristin logged in to the computer at the library independently.

How: I assisted her to explore the internet for options of local animal rescue organizations.

How person is involved: She located 3 sites of interest near her home. Kristin selected the site closest to her home.

Where: We visited that location, Animals R Us.

Why: I assisted Kristin to express her interest to the organization.

How person is involved: We received a tour of the site from an employee, Ken. Kristin asked Ken for an application.

What Next: Kristin and I arranged to meet the following week on Tuesday to complete the application and take back to the organization.