

# Extended Employment Services

Rocky Mountain Rehab, P.C.

## Annual Review

Client name: \_\_\_\_\_

CRP: \_\_\_\_\_

Date: \_\_\_\_\_

The CRP will maintain the following documents in each client record:

- Release of information
- Diagnostic information
- Service Agreement
- Individual Plan of Employment (IPE) or Extended Employment Plan (EEP)
- Daily billing data and/or hourly service records (status 51)
- Monthly case service documentation (status 52 or 60)
- Annual review of IPE or EEP
- Client satisfaction survey
- Review of alternate funding sources for EE services
- Referral form, Part C – Decertification (if applicable)

Action needed:  None

Address the following deficit(s):

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CRP Representative: \_\_\_\_\_

RMR Representative: \_\_\_\_\_