

Vendor Fiscal/Employer Agent Financial Management Services
Common Law Employer
MONTHLY PROGRESS NOTES

Individual's Name: _____

Month/Year: _____

Dates of Services: _____

Name of Staff: _____

Related Outcome Statements:

Description of services provided, activities individual participated in, and progress made or skills maintained toward above outcomes:

Describe any issues, problems, or barriers related to provision of service:

Is individual making progress or maintaining skills in the above outcomes?

Yes__ No__

Please describe recommendations for changes if no progress is occurring or if regression is occurring:

Signature of Common Law Employer: _____

Date: _____