

*[press return 7 times to leave space for letterhead]*

**Projected Treatment Plan  
Spring 2015**

<b>Client:</b>	Johnny Client	
<b>Date of Birth:</b>	February 31, 2011	<b>C.A.:</b> 6 years, 2 months
<b>Address:</b>	77 Client Lane, Burlington, VT 05401	
<b>Phone:</b>	802-555-5555 (cell), 802-777-7777 (home)	
<b>Parents:</b>	Jamie & Kim Client	
<b>Referral Sources:</b>	if applicable	
<b>School:</b>	if applicable	
<b>Graduate Clinician:</b>	XXX, B.A. (or B.S.)	
<b>Clinical Faculty:</b>	XXX, M.S. (or Ph.D.), CCC-SLP	
<b>Diagnosis and Code:</b>	Diagnosis (XXX.XX)	

**Background:**

A *brief* summary of pertinent background information.

**Testing Results:**

This section is to be included if during the semester objective testing was administered. Include the test name (written in full prior to using the abbreviation) and results.

**Goals/Objectives:**

The following long term goals and short term objectives have been established for this course of treatment.

**Long Term Goal #1:** This is a relative endpoint but not a lifetime goal. A long term goal may be a calendar year from the date it is written or in the case of a voice or fluency client, it may be for the extent of the semester.

*Rationale:* (as appropriate) This section reflects your knowledge and your thinking.

Note: some supervisors are ok with one rationale after all of the short-term objectives to cover the Long Term Goal (LTG) and all Short Term Objectives (STOs) for that LTG.

Ask your supervisor for his/her preference.

*Short Term Objective #1a:* Short term objectives are written with dates that are throughout the semester. They should be measurable and include criteria of how the goal is measured and met.

*Rationale:*

*Procedures:* What the client will be doing. What the clinician's cueing will look like. How feedback will be given. What will be the activities that the child/client will be doing to achieve the goal.

*Short Term Objective #1b:*

*Rationale:*

*Procedures:*

**Long Term Goal #2:**

*Rationale:*

*Short Term Objective #2a:* You need at least two STOs for each LTG.

*Rationale:*

*Procedures:*

*Short Term Objective #2b:*

*Rationale:*

*Procedures:*

**Long Term Goal #3: If applicable**

*Rationale:*

*Short Term Objective #3a:*

*Rationale:*

*Procedure:*

*Short Term Objective #3b:*

*Rationale:*

*Procedure:*

**Family Education and Home Program:**

Write a short summary paragraph about carryover of home practice.

Make sure the signatures are not dangling alone on the last page.

---

XX XXX, B.S.  
Graduate Clinician

---

Mary Fitzpatrick, M.S./Ph.D., CCC-SLP  
Speech-Language Pathologist  
Clinical Educator/Assistant Associate Professor

**Reference(s):**

If applicable (follow APA formatting below). Generally, we only cite specific normative data directly underneath a table or a manualized program (e.g., Lidcombe Program) here at the end of the report.

Calfee, R. C., & Valencia, R. R. (1991). *APA guide to preparing manuscripts for journal publication*. Washington, DC: American Psychological Association.

*[Note: We do not have a Cc list on projected treatment plans because it does not get mailed to the family.]*