**COMPLETED BY:**

1. Licensed/Waivered Psychologist
2. Licensed/Registered/Waivered Social Worker or Marriage and Family Therapist
3. Licensed/Registered Professional Clinical Counselor\*\*
4. Physician (MD or DO)
5. Nurse Practitioner
6. Case Manager

**COMPLIANCE REQUIREMENTS:**

1. Completed for client open to Outpatient clinics, Case Management and ACT programs, when client has an active substance related treatment plan goal in his/her client plan.
2. Completed at:
	1. Admission into the program (within the initial 30 days of assignment open).
	2. Every 6 months from date of admission into the program, as long as client continued to have a substance related goal in his/her client plan.

**DOCUMENTATION STANDARDS:**

1. Assessment is hand written and filed in the hybrid chart.
2. All elements should be completed.

\*\*Note: Program within the CYF SOC must verify that all training requirements have

 been met in order for an LPCC/PCI to provide services to youth and families.