

Student's name:			Provider's Name:		
Student's date of birth:		PA Secure ID		Provider's Title:	
School:		Date:		Provider's Signature:	
Diagnosis/symptom(s):				<input type="checkbox"/> Early Intervention	<input type="checkbox"/> School Age

Service	Treatment			Refer to the keys below for an explanation of the treatment codes and progress indicators		
Date	Start Time	End Time	Treatment Key (see Pg 2)	Service Type	Progress Indicator Key	Description of Service (daily notes on activity, location, and outcome)

<b>Service Type:</b>	
<b>D</b> = Direct	<b>PA</b> = Provider Absent
<b>PNA</b> = Provider Not Available	<b>DM</b> = Direct Session: Make-up Session
<b>SA</b> = Student Absent	<b>SNA</b> = Student Not Available

<b>Progress Indicator Type</b>		
<b>Mn</b> = Maintaining	<b>Ev</b> = Evaluation	<b>In</b> = Inconsistent
<b>Rg</b> = Regressing	<b>Ms</b> = Mastering	<b>Pr</b> = Progressing

Teacher/Supervisor's Name: \_\_\_\_\_

Teacher/Supervisor's Signature\*: \_\_\_\_\_

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

\*I attest that the services documented above were provided on the date indicated, to the student named, in accordance with the student's IEP.

**Treatment Key:**

1	Direct	Assisting the student to use equipment
2	Direct	Assisting the student to use and maintain augmentative communication devices
3	Direct	Assisting the student to ambulate, position, and transfer
4	Direct	Range of motion and other exercises
5	Direct	Activities of daily living such as eating, grooming, bathing, toileting, etc.
6	Direct	Monitoring the incidence and prevalence of designated health problems or medical conditions, e.g., seizure precautions or extreme lethargy
7	Direct	Hands-on assistance, cueing, or supervision of medical/mental health-related services provided by the PCA under the direct (on-site) supervision of the professional nurse. Activities may include catheterizations, suctioning, oxygen admin, and tube feedings.
8	Direct	Observing and intervening to redirect inappropriate behavior
9	Direct	Assisting, monitoring, and guiding the student to pay attention, participate in activities, and complete tasks
10	Direct	Accompanying the student on school bus or other vehicle per the IEP. A PCA's presence is necessary because of a student's physical disability or mental health disability
11	Direct	Other Direct Service

**Notes:**

- The Treatment Key should not be considered an all-inclusive list. Providers may use "Other Direct Service" but must provide a clear description of the service in their comments.
- All Direct Services must be face-to-face with the student in order to be compensable through the School-Based ACCESS Program.
- PCA Services must be provided on a one-to-one basis in order to be compensable through the School-Based ACCESS Program.