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):				☐ Early Intervention ☐ 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)

Service Type:

D = Direct	**DM** = Direct Session: Make-up Session
DT = Direct: Telemedicine	**DTM** = Direct: Make Up Telemedicine
PA = Provider Absent	**PNA** = Provider Not Available
SA = Student Absent	**SNA** = Student Not Available

Progress Indicator Type

Mn = Maintaining	**Pr** = Progressing	**In** = Inconsistent
Rg = Regressing	**Ms** = Mastering	

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 that is necessary due to student's disability
2	Direct	Assisting the student to use and maintain augmentative communication devices
3	Direct	Assisting the student to ambulate, position, and transfer
4	Direct	Assist with or carry out range of motion and other exercises
5	Direct	Assist with 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	Cueing, redirecting or monitoring to ensure the individual performs ADL tasks due to a cognitive impairment which prevents the individual from knowing when or how to carry out the task.
8	Direct	Observing and intervening to redirect inappropriate behavior
9	Direct	Cuing 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	Assist student to get on or off school bus or other vehicle upon arrival or departure from school, per the IEP
12	Direct	Other Direct Service

Notes:

- All Direct Services must be in person 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.
- 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.
- **Personal Care Services are not to be used to help students with educational activities.**