

## PC 1000 Program Orientation Checklist

Track	Orientation Item	Date
<b>Education and Treatment</b>	<b>Orientation Agreement</b> reviewed and signed on	
	<b>42 CFR Written Summary Requirements</b> reviewed and signed on	
	<b>Grounds for Dismissal</b> reviewed and provided on	
	<b>Grievance and Appeal Process</b> explained and brochure with form and envelope offered on	
	<b>Client Rights</b> explained on	
	<b>DMC-ODS Beneficiary Handbook</b> explained and offered on	
	<b>Provider Directory</b> explained and provided on	
	<b>Community Resource List</b> explained and provided on (e.g. different levels of care, medical, dental, mental health, social services and where to apply for State, Federal, or County entitlement programs)	
	<b>Language/Interpretation Service</b> reviewed and offered on (if applicable)	
	<b>Voter Registration</b> offered or change of address	
<b>Education</b>	<b>Financial Assessment</b> reviewed and signed on	
	<b>Payment Schedule</b> reviewed on	
<b>Treatment</b>	<b>Consent for Treatment</b> reviewed and signed on	

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**(Counselor's Printed Name)**

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**(Counselor's Signature)**

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**(Date)**