

## Weekly Report (Sample)

Site: VisionQuest – Texas

Clinician: Olive Oyl

Reporting Period: April 1st – 7th

**Group:**

Group# **1** or No Group This Week:

Youth's Parents and village who DID attend		
1	<b>John Doe</b>	Attended with mother and 2 sisters
2	<b>Jim Smith</b>	Attended with mother and 2 sisters
3	<b>Peter Parker</b>	Attended with mother and 2 sisters
4	<b>Clark Kent</b>	Attended with mother and her boyfriend
5	<b>Pepper Potts</b>	Attended with mother, father, and brother
6	<b>Lara Croft</b>	Attended with mother, father, and brother
7		
8		

**Youth who did not attend, reasons and actions taken:**

- **Bruce Wayne**- Mother was called earlier in the day to remind about group. Mother said they were planning on attending. At 6:15 PM, mother called said she was unable to come because the family had just gotten back from a funeral in Puerto Rico the day before, and her daughter was not feeling well.

**Coaching:**

Number of Coaching Sessions Scheduled . . . . . **7**

Number of Coaching Sessions That Took Place . . **6**

**4** # In Home  
**2** # At Probation/Parole  
**1** # At VisionQuest Office  
**0** # Other

Youth, Parent(s) and village who DID attend Coaching			
1	<b>John Doe</b>	Parents and Youth	<b>9</b>
2	<b>Jim Smith</b>	Youth Only	<b>10</b>
3	<b>Peter Parker</b>	Parents and Youth	<b>11</b>
4	<b>Bruce Wayne</b>	Parents and Youth	<b>12</b>
5	<b>Pepper Potts</b>	Parents and Youth	<b>13</b>
6	<b>Lara Croft</b>	Parents and Youth	<b>14</b>
7			<b>15</b>
8			<b>16</b>

**Youth who did not attend, reasons and actions taken:**

- **Clark Kent** – Parents cancelled due to not having transportation. Called Parole officer and mother and scheduled next session to take place at the parole office.

**Motivational Intake:**

Number of Intake Sessions Scheduled . . . . . **2**

Number of Intake Sessions That Took Place . . . . . **1**

**1** # In Home  
**0** # At Probation/Parole  
**0** # At VisionQuest Office  
**0** # Other

Youth's Parents and village who <b>DID AND DID NOT</b> attend Coaching		
1	<b>Jane Doe</b>	<b>Mother and Aunt attended –</b>
2	<b>George Doe</b>	Mother attended
3	<b>John DoeDoe</b>	Did not show up – scheduled 2 <sup>nd</sup> at their home

**Other:**

- Met with Jane Doe and Mother for a tune-up session.

# Weekly Report

Site: \_\_\_\_\_ Clinician: \_\_\_\_\_ Reporting Period: \_\_\_\_\_

**Group:**

Group# \_\_\_ or No Group This Week:

Youth's Parents and village who DID attend	
1	
2	
3	
4	
5	
6	
7	
8	

Youth who did not attend, reasons and actions taken:

**Coaching:**

Number of Coaching Sessions Scheduled.....\_\_

Number of Coaching Sessions That Took Place ..\_\_

- \_\_ # In Home
- \_\_ # At Probation/Parole
- \_\_ # At VisionQuest Office
- \_\_ # Other

Youth, Parent(s) and village who DID attend Coaching	
1	9
2	10
3	11
4	12
5	13
6	14
7	15
8	16

Youth who did not attend, reasons and actions taken:

**Motivational Intake:**

Number of Intake Sessions Scheduled.....\_\_

Number of Intake Sessions That Took Place .....\_\_

- \_\_ # In Home
- \_\_ # At Probation/Parole
- \_\_ # At VisionQuest Office
- \_\_ # Other

Youth's Parents and village who <b>DID AND DID NOT</b> attend Coaching	
1	
2	
3	

**Other:**

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