

Opening Statement Checklist

- Date and place of intake
- List of disabilities
- Request of service
- Explained Consumer Rights and HIPPA in the Consumer Profile to the consumer
- Gave the consumer a choice to create an ILP
- Consumer chose to create or waive ILP.
- Consumer and staff signed the Consumer Profile
- Gave a copy of the consumer profile to the consumer
- Written in plain English
- No abbreviations or Jargon