

Counselor Note for Small Groups and Educational Segments

Client Name _____	Program Date _____	Site _____		
ARC Documentation Session Topic	Date	Length	Severity Rating	Counselor Comments
OPEN: (2a-i) Baggage inspected, signed into program (Master Sign in); Client fee agreement; Consent for services; receipt of the schedule, rules, expectations, client rights that lists the client rights required by this rule, grievance procedure, confidentiality of client records are protected as required by 42 CFR, part 2. Intake & Screening complete	_____ 3pm-8pm <small>*see screening form</small>	Intake & Screening 50 minutes Education 1.5 hrs	1 2 3 4 Comments: _____ _____	Example: Client very angry at check-in etc....
(W 1-4) Traffic safety education: (Remedial Driving Course) Modality: (Workbook Structure including Lectures & Movies) OVI Law 4511.19: Levels of license suspension and revocation. Fines and levels of incarceration. The driving task and the specific psychomotor skills required. Blood alcohol content (BAC); Drugs and impairment, The physiological & psychological effects of substance use on driving. (FLI Workbook, DVD Segments, & Handouts)	_____ 8am-6pm 6:30pm-8	Traffic Education Total 10 hrs	1 2 3 4 Comments: Behavior: _____ _____ _____	Signatures Traffic Safety Instructor Sign: _____ Traffic Safety Instructor Sign: _____
(X 1-3) Alcohol/ Drug Abuse & Addiction Modality: (Handouts, Small Groups, Lectures & Movies (L/M) Dysfunctional behavior resulting from substance abuse & dependence <small>*(Small Group Note: OVI Stories)</small> Social consequences of the use of alcohol and other drugs. Signs and symptoms of substance abuse & dependence <small>*(Small Group Note: Consequences of Substance Use)</small> Physical/ psychological aspects of substance abuse Combining the use of alcohol with other drugs. Progressive nature of substance abuse and dependence. (L/M)	_____ 9am-12:30 1:15-4pm 4pm-8pm	Education 5hrs Small Group 5hrs	1 2 3 4 Comments: _____ _____ _____	Client Affect (circle all the apply) Quiet; Tearful, Reflective, Grateful Apathetic, Angry, Disruptive, Denial On wrong side of road/ accident Other Comments _____ _____
(X 1g,h) Abstinence, Treatment, Action Plan Modality: (Workbook, Guest Speaker, Lectures & Movies) Abstinence as a life-style; self-help programs (AA & NA) Treatment alternatives and local resources. Modality: (Workbook Structure including lectures & movies)	_____ 9am-3:30	Education 5 hrs	1 2 3 4 Comments: _____ _____	Client Affect (circle all the apply) Quiet; Tearful, Reflective, Grateful Other Comments _____ _____

As Site Director I verify that all intake, interview, educational, and group hours were completed per specified regulations.

Site Director Signature (s) _____

Date _____

Counselor _____