

Spokane County Head Start/ECEAP/EHS DST FAMILY DOCUMENTATION

	REGIST	RATION F	OR	MS AND INTAKE			
□ Application				Child Developmental History	Child		
□ Release/Tx authorization				Disability * □ Suspected □ Diagnosed	DOB///		
Agreement Form				Special accommodations*	DST		
Income Statement				Nutrition concern/allergy*	Site/class		
□ EF (E) or E/IEA (O, F, P)				Health concern*			
□ Financial Agreement (full day)				Restraining/protection order*	 Returning Transitioning Transferring New Sibling(s) 		
	CIS – Immunizations			Parenting plan			
Health, Dent	al, Diet Hi	istory		FSPA/Goals	Family		
□ Well-child Ex	am/Hct		Other		SCHEDULED		
Dental Exam			Home visit date//				
* DST case mana	igement i	s required b	efoi	re attendance begins.	Enrollment date//		
			Н	ANDOUTS OR RESOURCES GI	VEN		
Community R	Resource I	Directory		Notice of Privacy Practices	WIC information		
Parent Handbook				🗆 USDA	Fluoride education		
□ Lead handout	t			Other (list)			
Child name:				□ Other (list) Site/class:			
	Contact Code	Referral Clos Date	-				
Child name: Date Month/Day/	Contact		-	Site/class:			
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Child name: Date Month/Day/	Contact		-	Site/class:			
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Child name: Date Month/Day/	Contact		-	Site/class:			
Child name: Date Month/Day/	Contact	Date		Site/class:			

R = Referral

DST = Direct Service Team contact

Health

Dental

Nutrition

Parent conf.

Mental health

Education

Legal

IEP

Immunizations

Ref = Referral

F/U = Follow up

Marketing and Public Relations

Appt = Appointment

W/ = With

Child name:				Site/class:			
Date Month/Day/ Year	Contact Code	Referral Close Date	Topic:	DST Family Documentation			

CONTACT CODES		DOCUMENTATION ABBREVIATIONS			
PC = Parent contact	Registration	Attendance	Housing	P/C = Phone call	DE = Dental exam
CC = Community contact	Cs. Mgt.	Home visit	Employment	HV = Home visit	PE = Physical exam
DST = Direct Service Team contact	Health	Parent conf.	Legal	Ref = Referral	Appt = Appointment
R = Referral	Dental	Education	Immunizations	F/U = Follow up	W/ = With
F/U = Follow up (to referrals)	Nutrition	Mental health	IEP		