



Monthly Status Report Form

Due date by the 10th of the following month

PARTICIPANT

KS CARES ID NUMBER

EES CASE MANAGER

EES PROGRAM ADMINISTRATOR (OR DESIGNEE)

During the month of _____, the following activities have taken place:

Assessment completed _____ YES _____ NO

Service Plan developed _____ YES _____ NO

Participant is engaged in Service Plan Activities _____ YES _____ NO

Service Plan was revised _____ YES _____ NO

Advocate has regular contact with client _____ YES _____ NO

____ Monthly ____ Bi-Monthly ____ Weekly ____ Other _____

Please explain

____ Advocate recommends removal from OARS Program because:

CONFIDENTIAL – This information has been disclosed to you from records that are confidential. You are prohibited from making any further disclosure of it without specific written consent of the person to whom it pertains.

OARS ADVOCATE SIGNATURE

PHONE

DATE

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What kinds of things will the OARS advocate assess?

- The abuse or assault history.
- The potential lethality of the situation.
- Overlapping issues related-to or complicated-by the abuser or assault, i.e. substance abuse issues, mental health concerns, physical health concerns.
- Supports the survivor needs to address barriers to safety and employment.
- If the OARS program is a good fit for meeting the survivor's barrier reduction needs.
- If/What regular work program activities in which the survivor can safely and effectively participate in.
- Safety Planning.

What is a Service Plan?

- A Service Plan uses information to identify domestic violence and/or sexual assault barriers to safety, ability to work, or ability to participate in work activities.
- Assess progress towards resolving barriers and addressing emerging barriers.
- Identifies SES/outside resources/supportive services are being used to overcome barriers and continue to explore any new resources/supportive services that are needed.
- A Service Plan is an on-going tool that is used by OARS advocates and OARS participants to assess progress.
- On-going safety planning.

What is Contact?

- Direct communication either face-to-face, telephone calls or e-mail exchange with an OARS participant.

Contact does not consist of:

- Voice messages or one-sided communication such as a letter.
- Collateral contact is not considered contact with the participant.

Note to SRS Case Manager:

- If the OARS Advocate does not recommend removal of the customer from the OARS program, the case will remain open. The SRS case manager will accept the advocate's judgment as to the customer's ability to participate in the OARS Service Plan.
- As per KEESM 3330.9 #5 the OARS Advocate, EES Case Manager and customer will meet at least once every six months to review progress, discuss options and collaborate to achieve optimum services for the OARS customer.