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| **Shadowed Training** |
| **Type of Visit** | **Date** | **Time in – Time out** | **FSC/DS Shadowed** | **FSC/DS Shadowed Initials** |
| Intake |  |  |  |  |
| Intake |  |  |  |  |
| ASQ |  |  |  |  |
| ASQ |  |  |  |  |
| Evaluation |  |  |  |  |
| Evaluation |  |  |  |  |
| Initial IFSP |  |  |  |  |
| Initial IFSP |  |  |  |  |
| Review |  |  |  |  |
| Review |  |  |  |  |
| Annual IFSP |  |  |  |  |
| Annual IFSP |  |  |  |  |
| Transition |  |  |  |  |
| Transition |  |  |  |  |
| Addendum |  |  |  |  |
| Addendum |  |  |  |  |
| WIC |  |  |  |  |
| WIC |  |  |  |  |
| PR |  |  |  |  |
| PR |  |  |  |  |

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| **Shadowed Training** |
| **Type of Visit** | **Date** | **Time in – Time out** | **FSC/DS Shadowed** | **FSC/DS Shadowed Initials** |
| Ongoing Visit |  |  |  |  |
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| Training with QAM |
| **Training Topic** | **Date**  | **Time in – Time out** | **QAM Initials** | **Staff Initials** |
| Job Description |  |  |  |  |
| Service Standards |  |  |  |  |
| FSC 101  |  |  |  |  |
| Policies and Procedures will be provided and reviewed with each process trained. |
| Service Logs &Service Tracker |  |  |  |  |
| Intake Process |  |  |  |  |
| PWN |  |  |  |  |
| Referrals to Providers |  |  |  |  |
| Case Transfer Summary |  |  |  |  |
| 45 Day Process |  |  |  |  |
| IDA |  |  |  |  |
| AEPS |  |  |  |  |
| ASQ |  |  |  |  |
| MCHAT |  |  |  |  |
| ECO |  |  |  |  |
| ERA/CAPTA |  |  |  |  |
| AIMS |  |  |  |  |
| CME Report RBI |  |  |  |  |
| CME Report Health History |  |  |  |  |
| CME Report Evaluation Results |  |  |  |  |
| CME Report ERA |  |  |  |  |
| CME Report Eligibility |  |  |  |  |
| IFSP RBI |  |  |  |  |
| IFSP Health History |  |  |  |  |
| IFSP Present Abilities, Strengths, and Needs |  |  |  |  |
| IFSP Outcomes and Strategies |  |  |  |  |
| IFSP Transition Plans |  |  |  |  |
| Reviews and Addendums |  |  |  |  |
| Annuals |  |  |  |  |
| Transdisciplinary Team Approach |  |  |  |  |
| Timelines / Delay Reasons |  |  |  |  |
| Hearing Screening |  |  |  |  |
| Discharge |  |  |  |  |
| Closes |  |  |  |  |
| 20 Day Timeline |  |  |  |  |
| REOPENS |  |  |  |  |
| Case Record Review |  |  |  |  |
| FIT Data Base |  |  |  |  |
| Global Search |  |  |  |  |
| WIC /PR |  |  |  |  |
| IPDP |  |  |  |  |
| EI Practices |  |  |  |  |

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| Online Training |
| **Training** | **Date** | **Time In – Time Out** |
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