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