

NYS OFFICE OF ALCOHOLISM AND SUBSTANCE ABUSE SERVICES  
**MONTHLY SERVICE DELIVERY REPORT**  
**Part 822 Programs**  
**Use Beginning 11/2011**

Provider ID No.	PRU Number	Provider/PRU Name	Report Month/Year
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			Primary Patients	Significant Others
<b>Census and Waiting List Information</b>  (Calculated by Application)	V1	Number in Treatment – Beginning of Month		
	V2	Number Admitted/Transferred to this PRU – This Month		
	V3	Number Discharged/Transferred from this PRU – This Month		
	V4	Number in Treatment – End of Month		
	V5	Total Applicants on Waiting List – End of Month		

			Visits (All Patients)
<b>Treatment Visit Duration</b>			
<b>Visits</b>	V6	Less than 30 minutes	
	V7	30-59 minutes	
	V8	60-119 minutes	
	V9	120-179 minutes	
	V10	180 minutes or longer	

			Primary Patient	Significant Others	Other Persons
<b>Admission Assessments Completed</b>	V11	Admission Assessments Completed – This Month			
			Assessment Visit Length		
			Brief (15-29 min)	Normative (30-74 min)	Extended (75 min+)
<b>Admission Assessment Visits</b>	V12a	Primary Counselor			
	V12b	Non-Primary Counselor			
	V12c	Other Direct Care Clinical Staff			

			Individual Counseling		Group Counseling
			Brief (25-44 min)	Normative (45+ min)	
<b>Counseling Sessions</b>	V13a	Primary Counselor			
	V13b	Non-Primary Counselor			
	V13c	Other Direct Care Clinical Staff			

			Total	Partial] (2-4 hrs)	Full (Over 4 hrs)
<b>Other Ambulatory Patient Group Services</b>	V14	Outpatient Rehabilitation			
	V15	Screening/Brief Intervention/Brief Treatment			
	V16	Medication Administration & Observation			
	V17	Medication Management Routine/Complex			
	V18	Collateral Visit			
	V19	Complex Care Coordination			
	V20	Peer Support (30 min or longer)			
	V21	Intensive Outpatient Service (IOS)			
	V22	Physical Health Services			
	V23	Psychiatric Assessment			

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<b>Staffing Resources</b>			<b>Total Direct Care Clinical Staff FTEs</b>	<b>Primary Counselor FTEs</b>	<b>Non-Primary Counselor FTEs</b>	<b>Other Direct Care FTEs</b>
	V24	Direct Care Clinical Staff on Payroll – End of Month				
	V25	Direct Care Clinical Staff Vacancies – End of Month				

<b>Clinical Supervision Sessions</b>	V26	Number of Individual Clinical Supervision Sessions				
	V27	Number of Group Clinical Supervision Sessions				

<b>Employment/ Vocational Status</b> <i>(Completed only by programs with OASAS-funded vocational counselors or vocational service contractor.)</i>			<b>Work-Related Activities</b>		<b>Work-Readiness Status</b>		<b>Employment</b>				<b>Status Unavailable</b>
							<b>New</b>			<b>120 Days or more</b>	
			<b>New</b>	<b>Total</b>	<b>New</b>	<b>Total</b>	<b>30-59 Days</b>	<b>60-89 Days</b>	<b>90-119 Days</b>		
V28	Employment/Vocational Status – based upon number in treatment–end of Month, Primary Clients										