

NYS OFFICE OF ADDICTION SERVICES AND SUPPORTS
MONTHLY SERVICE DELIVERY REPORT
Programs Reporting Patient Days

Provider ID No.	Program Number	Program Name	Report Month/Year
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SECTION			All Clients		
Census, Waiting List, and Patient Days Information (Calculated by Application)	D1	Number in Treatment – Beginning of Month			
	D2	Number Admitted/Transferred to this program – This Month			
	D3	Number Discharged/Transferred from this program – This Month			
	D4	Number in Treatment – End of Month			
	D5	Total Applicants on Waiting List – End of Month			
	D6	Patient Days			
Staffing Resources			Total Direct Care FTEs	Primary Counselor FTEs	Other Direct Care FTEs
	D7	Direct Care Staff on Payroll – End of Month			
	D8	Direct Care Staff Vacancies – End of Month			

Residential & Inpatient Rehabilitation Programs Only

SECTION					
Children in Residence for Eligible Programs (Calculated by Application)	D9	Number Children in Residence – Beginning of Month			
	D10	Number Children Checked In to this program – This Month			
	D11	Number Children Checked Out from this program – This Month			
	D12	Number Children in Residence – End of Month			
Assessments Completed			Primary Clients	Other Persons	
	D13	Assessments Completed – This Month			
Counseling Sessions			All Clients (excluding children)		
	D14	Number of Individual Counseling Sessions Provided By Primary Counselors(30 minutes or more in length)			
	D15	Number of Group Counseling Sessions Provided By Primary Counselors(30 minutes or more in length)			
	D16	Number of Family Counseling Sessions Provided by Any Direct Care Staff(30 minutes or more in length)			
Clinical Supervision Sessions	D17	Number of Individual Clinical Supervision Sessions			
	D18	Number of Group Clinical Supervision Sessions			

Residential Programs Only

Employment/ Vocational Status <small>(Completed only by programs with OASAS-funded vocational counselors or vocational service contractors.)</small>			Work- Related Activities		Work- Readiness Status		Employment				Status Unavailable
			New	Total	New	Total	New			120 Days or more	
							30-59 Days	60-89 Days	90- 119 Days		
D19		Employment/Vocational Status – based upon number in treatment—end of month, Primary Clients									