Worker:       Reviewer:

PDC #:       Review Date:

Child:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  | Yes | No | N/A |
| 1 | Was the application/recertification signed?Explanation:       | [ ]  | [ ]  | [ ]  |
| 2 | Was the voucher signed and dated?Explanation:       | [ ]  | [ ]  | [ ]  |
| 3 | Are the recipient responsibilities signed?Explanation:       | [ ]  | [ ]  | [ ]  |
| 4 | Was the eligibility decision made timely?Explanation:       | [ ]  | [ ]  | [ ]  |
| 5 | Was there verification of Employment in the case record?Explanation:       | [ ]  | [ ]  | [ ]  |
| 6 | Was there verification of Education in the case record?Explanation:       | [ ]  | [ ]  | [ ]  |
| 7 | Was there verification of Developmental Needs in the case record?Explanation:       | [ ]  | [ ]  | [ ]  |
| 8 | Was there verification to Support CPS (referral) in the case record?Explanation:       | [ ]  | [ ]  | [ ]  |
| 9 | Was there verification to Support CWS (referral or appropriate documentation) in the case record?Explanation:       | [ ]  | [ ]  | [ ]  |
| 10 | Was there a MRA-B or Foster Care Referral in the case record?Explanation:       | [ ]  | [ ]  | [ ]  |
| 11 | Was the Earned Income appropriately verified?Explanation:       | [ ]  | [ ]  | [ ]  |
| 12 | Was the Self Employment Income & Expenses appropriately verified?Explanation:       | [ ]  | [ ]  | [ ]  |
| 13 | Was the Unearned Income appropriately verified?Explanation:       | [ ]  | [ ]  | [ ]  |
| 14 | Was the OVS appropriately completed?Explanation:       | [ ]  | [ ]  | [ ]  |
| 15 | Was the Level of Care Entered Accurately?Explanation:       | [ ]  | [ ]  | [ ]  |
| 16 | Was the Service Needed Entered Accurately?Explanation:       | [ ]  | [ ]  | [ ]  |
| 17 | Was the Need for Care Entered Accurately?Explanation:       | [ ]  | [ ]  | [ ]  |
| 18 | Was the Pay by Enrollment or Pay by Attendance Correctly Indicated?Explanation:       | [ ]  | [ ]  | [ ]  |
| 19 | If Needed, was the Priority Group Evidence Entered Accurately?Explanation:       | [ ]  | [ ]  | [ ]  |
| 20 | Was the Circumstances to Justify the Level & Plan of Care appropriately documented?Explanation:       | [ ]  | [ ]  | [ ]  |
| 21 | Were the Developmental Screening Handouts Provided to the Family & documented?Explanation:       | [ ]  | [ ]  | [ ]  |
| 22 | If applicable, was the Developmental Need appropriately Documented?Explanation:       | [ ]  | [ ]  | [ ]  |
| 23 | If applicable, was the CWS Crisis Documented?Explanation:       | [ ]  | [ ]  | [ ]  |
| 24 | If applicable, was the Received County Transfer Documented?Explanation:       | [ ]  | [ ]  | [ ]  |
| 25 | Was the appropriate Notes Relevant for Case?Explanation:       | [ ]  | [ ]  | [ ]  |

Other Comments: