

Health Care for the Homeless

INFORMATION RESOURCE CENTER

888/429-3300 • Fax 518/439-7612

#7. CLIENT LOGS **(treatment/progress of individual clients)**

Adult health promotion matrix (*WES 5*)
Adult progress notes – Episodic visit (*CAM 12*)
Antiretroviral therapy flow sheet (*MMH 1*)
Case management tracking sheet (*MON 1*)
Case management progress notes (*BAL 50*)
Chronic problem list (*CAM 13*)
Diabetes health promotion matrix (*WES 6*)
Diabetes maintenance form (*CAM 15*)
Health maintenance sheet (*BAL 35*)
HIV flow sheet (*BAL 2*)
HIV specific flow sheet (*CAM 16*)
Issue list (*HPH 1*)
Medication administration record – One time orders (*BAL 39*)
Outreach progress notes (*FAM 3*)
Patient parameters (*WES 4*)
Pediatric progress notes – Episodic visit (*CAM 11*)
Pregnancy referral flow sheet (*POR 1*)
Preventative care data form (*CAM 14*)
Preventive care profile (*BAL 7*)
Progress notes (*BAL 18*)
Social work progress notes (*TER 5*)
TB preventive therapy flow sheet (*MMH 2*)
Vaccine administration record (*WES 3*)



Adult Health Promotion Matrix

(See following page for guidelines)

DATE/INITIALS *Personal Health Guide Booklet Given* _____

HEALTH EDUCATION	TOBACCO CESSATION								
	ALCOHOL/DRUGS								
	HIV/STDs								
	HEALTHY DIET								
	REGULAR PHYSICAL ACTIVITY								
	UNINTENDED PREGNANCY								
	OSTEOPOROSIS								
	DENTAL HEALTH								
	INJURY PREVENTION								
	MOTOR VEHICLE INJURY								
	FOLIC ACID (PRECONCEPTION)								

EXAMINATION AND TESTS	TEST	INTERVAL	DATE	RESULT					
			DATE	RESULT					
			DATE	RESULT					
			DATE	RESULT					
			DATE	RESULT					
			DATE	RESULT					
			DATE	RESULT					
			DATE	RESULT					
			DATE	RESULT					
			DATE	RESULT					
			DATE	RESULT					
			DATE	RESULT					
			DATE	RESULT					
			DATE	RESULT					
PPD		DATE GIVEN	DATE READ	DATE GIVEN	DATE READ	DATE GIVEN	DATE READ	DATE GIVEN	DATE READ
		RESULT (mm)		RESULT (mm)		RESULT (mm)		RESULT (mm)	

RESULT CODES: O = Ordered N = Result normal A = Result abnormal R = Refused E = Done Elsewhere D = Next due

IMMUNIZATIONS	INFLUENZA	DATE/SITE								
		SIGNATURE								
	ADULT TETANUS/DIPHTHERIA	DATE/SITE					PNEUMOVAX	DATE/SITE		
		SIGNATURE						SIGNATURE		
	HEP B	DATE/SITE					HEP A	DATE/SITE		
		SIGNATURE						SIGNATURE		
	MMR	DATE/SITE					VARICELLA	DATE/SITE		
		SIGNATURE						SIGNATURE		

CLIENT NAME _____ DATE OF BIRTH _____

CAM 12

CAMILLUS HEALTH CONCERN INC.
Adult Progress Note / Episodic Visit

Date of Service	Date of Birth	Medical Record	Age	Encounter Number XXXXXX
Last Name		First Name	Gender	

Vital Signs: BP _____ HR _____ RR _____ WT _____ Temp _____

<p>Allergies:</p> <p>Living Situation:</p> <p>F/U Appt _____ Walk In: Chief Complaint _____</p> <p>_____</p> <p>acco : never _____ yes _____ : _____ ppd x _____ ; DC'd _____</p> <p>Alcohol : no _____ significant past use _____ yes _____ : amount _____</p> <p>Drugs: never _____ significant past use _____ active use _____</p> <p>IVDU _____ Nasal cocaine _____ crack cocaine _____ marij. _____ other _____</p>	<p>Medication List - Update</p>
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PROVIDERS SIGNATURE

**SAINT JOSEPH'S MERCY CARE SERVICES/MERCY MOBILE HEALTH CARE
ANTIRETROVIRAL THERAPY FLOW SHEET**

DATE							
THERAPY							
CD4							
VIRAL LOAD							

DATE							
THERAPY							
CD4							
VIRAL LOAD							

DATE							
THERAPY							
CD4							
VIRAL LOAD							

DATE							
THERAPY							
CD4							
VIRAL LOAD							

DATE							
THERAPY							
CD4							
VIRAL LOAD							

Case Management Tracking Sheet

Init Contact date _____
ID# _____

ACS CPSE CSE EIP MEDICAID SSI WIC OTHER

Child's Name: _____ D.O.B: __/__/__ Age: _____

Parent's Name: _____ D.O.B: __/__/__ Age: _____

Address & Room#: _____ Tel. _____

Caseworker Name and #: _____

Date referred to __/__/__: EIP CPSE CSE Speech IMC# _____

Borough or District # _____

Evaluation Site: _____ Contact Person: _____

SSI# _____ SSI office and Tel.#: _____

Analyst Name: _____ Diagnosis _____

Date	Calls to Clients	Calls to CW	Calls to Agencies	Car Serv.	Letters & Faxes
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In house use
Please circle one
Q1 (Jan-March), Q2 (April-June), Q3 (July-Sept.), Q4 (Oct.-Dec.)
Race
Hispanic White, Black, Other

HEALTH CARE FOR THE HOMELESS **CASE MANAGEMENT PROGRESS NOTE**

DATE: _____

WHERE STAYED? _____

CONTACT INFORMATION: _____

S: PRESENTING PROBLEM(S): _____

O: APPEARANCE: APPROPRIATE / INAPPROPRIATE
 ATTITUDE: COOPERATIVE / UNCOOPERATIVE / GUARDED / HOSTILE
 SPEECH: NORMAL / SLOW / PRESSURED / RAPID / SLURRED
 MOOD: NEUTRAL / DYSPHORIC / ANXIOUS / ANGRY / IRRITABLE / EUPHORIC
 AFFECT: APPROPRIATE / FLAT / LABILE / INAPPROPRIATE
 THOUGHT PROCESS: GOAL DIRECTED / TANGENTIAL / PERSEVERATIVE / ILLOGICAL / LOOSENING OF ASSOCIATIONS
 MEMORY: INTACT / IMPAIRED
 JUDGEMENT: GOOD / FAIR / POOR
 DOCUMENTS PRESENTED / OTHER: _____

A: BENEFITS STATUS:

	CURRENT	PENDING	COMMENTS: _____
TEMHA			
SSI/SSDI			
F.S.			
PA			
MA			
BUS PASS			

HOUSING STATUS/PLAN: HOUSED? YES NO HABC PENDING? YES NO

GOALS: _____

ADHERENCE ISSUES: CHRONIC SUBSTANCE ABUSE? YES NO CHRONIC MENTAL ILLNESS? YES NO
 DEVELOPMENT DELAY? YES NO

OTHER: _____

DIAGNOSIS: _____

NEEDS ASSOCIATED WITH DIAGNOSIS: _____

TRANSITION ISSUE: NEW CLIENT / NOT HOUSED / UNSTABLE / IN TREATMENT / TRANSITION IN PROGRESS

OTHER: _____



*Optional Diabetes Health Promotion Matrix

* May be used in lieu of Adult Health Promotion Matrix with diabetic patients

(See following page for guidelines)

DATE/INITIALS *Personal Health Guide Booklet Given* _____

HEALTH EDUCATION	TOBACCO CESSATION								
	DRUGS/ALCOHOL								
	HIV/STDs								
	HEALTHY DIET								
	REGULAR PHYSICAL ACTIVITY								
	UNINTENDED PREGNANCY								
	OSTEOPOROSIS								
	DENTAL HEALTH								
	INJURY PREVENTION								
	MOTOR VEHICLE INJURY								
	ASPIRIN PROPHYLAXIS								
	DIABETES EDUCATION								
	FOLIC ACID (PRECONCEPTION)								

	TEST	INTERVAL	DATE						
EXAMINATION AND TESTS			DATE						
			RESULT						
			DATE						
			RESULT						
			DATE						
			RESULT						
			DATE						
			RESULT						
			DATE						
			RESULT						
		Lipid Profile	Annual	DATE					
				RESULT					
	Micro Albumin	Annual	DATE						
			RESULT						
	Serum Creatinine	Annual	DATE						
			RESULT						
	Dilated Eye Exam	Annual	DATE						
			RESULT						
	Complete Foot Exam	Annual	DATE						
			RESULT						
	PPD		DATE GIVEN	DATE READ	DATE GIVEN	DATE READ	DATE GIVEN	DATE READ	
			RESULT (mm)		RESULT (mm)		RESULT (mm)		

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		SIGNATURE						
	HEP B	DATE/SITE						
		SIGNATURE						
	MMR	DATE/SITE						
		SIGNATURE						
	PNEUMOVAX	DATE/SITE						
		SIGNATURE						
	HEP A	DATE/SITE						
		SIGNATURE						
	VARICELLA	DATE/SITE						
		SIGNATURE						

CLIENT NAME _____ DATE OF BIRTH _____

HEALTH CARE FOR THE HOMELESS, INC.
HEALTH MAINTENANCE SHEET

	CODE	DATE	DATE	DATE	DATE	DATE	DATE	DATE	DATE	DATE
HPE Annually										
Ht.	Date									
	Result									
Wt.	Date									
	Result									
Dental Exam										
Vision Exam										
FEMALES										
Mammogram Annually > 40										
Pap Smear										
Breast Exam										
Pt. ed. self-exam										
MALES										
Prostate exam Annually >40 years										
Testicular exam										
Pt. ed. self-exam										
IMMUNIZATION										
Td booster Every 10 years										
Influenza Vacc. Annually										
Pneumo. Vacc.										
Hep. B										
LABS										
PPD	Date									
	+ / -	+ / -	+ / -	+ / -	+ / -	+ / -	+ / -	+ / -	+ / -	+ / -
Stool occult blood Annually >50 years	Date									
	+ / -	+ / -	+ / -	+ / -	+ / -	+ / -	+ / -	+ / -	+ / -	+ / -
Cholesterol Every 5 years >35										
HIV Test	Date									
	+ / -	+ / -	+ / -	+ / -	+ / -	+ / -	+ / -	+ / -	+ / -	+ / -
OTHER										

PATIENT LAST NAME:
 FIRST:
 HCH#:

**HOMELESS PERSONS HEALTH PROJFCT
Issue List**

HPH 1

Date Identified	Client Name:	Date Resolved
	1.	
	2.	
	3.	
	4.	
	5.	
	6.	
	7.	
	8.	
	9.	
	10.	
	11.	
	12.	
	13.	
	14.	
	15.	

FINANCIAL RESOURCES	Date Documented	Date Discontinued
A.		
B.		
C.		
D.		
E.		
F.		
G.		
H.		
I.		
J.		
K.		

AFDC, SSI, VA Benefits, WIC, Wrks Comp., Unemployment, Food Stamps, Wages, Pension, Gen. Assistance, Other, None

Date of Service	Date of Birth	Med Rec #	Age	Encounter Number
Last Name		First Name	Gender	

Vital Signs: Ht _____ Wt _____ Temp _____ Bp _____
HR _____ RR _____ HC _____ Immunizations : Current _____ Defer _____

Allergies: Chief Complaint (walk ins only): _____ _____	<i>Medication List Update</i>
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PROVIDERS SIGNATURE

PREGNANCY REFERRAL FLOWSHEET
Homeless Health Program City of Portland Public Health Division

Client: _____ Race: _____ D.O.B. : _____

Address: _____ Telephone: _____

Pregnancy Testing: _____ Date of LMP: _____ Est EDC: _____

Client wishes to continue with pregnancy Yes No If "no", provide options counseling and describe here:

For clients planning to continue with pregnancy:

Initials
& Date

Explain sources of affordable prenatal care in the community (examples: Family Practice Unit 871-6809
Ann McDonough, or 874-2466 Mary McDonough Maine Medical Center OB/Gyn Clinic 871-4227,
Mercy Hospital Midwifery Clinic, 879-3000 , Mercy Hospital Prenatal 879-3556. _____

Call selected provider: _____ and set up first appointment.
Appointment time: _____ Date: _____ To See: _____

Fax an Interagency Referral form to the prenatal provider.

Request that client sign a Release of Information allowing for exchange of information
between Public Health and the prenatal provider. _____
 Fax or mail the Release of Information to the prenatal provider. _____

Weeks gestational age at onset of prenatal care. This is either the client's first visit to Homeless
Clinic or at a prenatal primary care provider (whichever is first) _____ weeks _____

Assess for behaviors (drug use, smoking, etc) and health status (HIV, homelessness) which
are immediately threatening to successful pregnancy outcome and counsel accordingly. _____

Offer HIV testing. _____

Provide the client with a copy of the positive pregnancy test &/or a note stating the client
is pregnant. (Necessary for WIC enrollment). _____

Refer client to WIC. (874-1156. Address is 510 Cumberland Avenue) _____

WIC Details: _____

Explain Maternal Child Health home visiting program available through Portland Public Health
and with client's consent, make MCH referral. _____
(By phone 874-8499 or by placing written Prenatal Referral form in B. Weed's mailbox) _____

Provide client with sufficient prenatal vitamins to last until first prenatal visit.
of vitamins dispensed _____ Type: _____

Enter ICD 9 Code for pregnancy, V22.2 on encounter sheet.

Client encouraged to return to Homeless Health Program for support, check-in or other care.

Details: _____

Initials: _____ Signature: _____ Initials: _____ Signature: _____

PREGNANCY OUTCOMES DATA
Homeless Health Program, City of Portland Public Health Division

OUTCOME CRITERIA						
Client's Age	< 15	15-19	20-24	25-44	45+	
Race	Asian	Black	Amlnd	White	Hisp	Unreported/ Unknown
Infant Birthweight	1500gm or less	1501- 2500	>2500 gm	Gest Age _____wks		
Delivery	Date: _____	Vag	C-sect			
HIV Status Known	Pos	Neg	Unknown			
Enrolled in WIC Prenatally	Yes	No	Unknown			
Mother Postpartum WIC	Yes	No	Unknown			
Infant on WIC	Yes	No	Unknown			
Newborn Visit by 4 wks	Yes	No	Unknown			
Postpartum Visit by 8 wks	Yes	No	Unknown			
Maternal Complications	Yes	No	Unknown			
Newborn Complications	Yes	No	Unknown			

CAM 14

Camillus Health Concern, Inc.
Preventative Care Data Form

Name _____ DOB _____ SEX: M F CHC#: _____

JMH#: _____

HIV TESTING:	DATE										
	Result (Pos./Neg.)										
	Location										
	Documentation (Y<N)										

RPR:	DATE										
	Result (titer, NR)										
	Treatment	1 2 3	1 2 3	1 2 3	1 2 3	1 2 3	1 2 3	1 2 3	1 2 3	1 2 3	
	Treatment Date Completed										

PPD:	DATE									
	Result (mm, NR)									
	Control POS., NR)									

DIABETES FUNDOSCOPIC/ PODIATRY:	APPT DATE									FAMILY HISTORY
	Seen (Y, N)									
	Podiatry (DateSeen)									

WOMEN'S HEALTH:	CBE DATE								
	Mammogram Date								
	Pap Smear Date								

DIGITAL RECTAL EXAM:	DATE								
	Prostate (Neg. Abn.)								
	PSA								
	F.O.B. (Pos. / Neg.)								
	Sigmoid/ B. E. Date								

IMMUNIZATIONS	Influenza								
	Pneumococcal								
	Td								

Name _____

Health Care for the Homeless, Inc.

HCH # _____

PREVENTIVE CARE PROFILE

DOB _____

Baseline History and Physical Exam (dates) _____

Family History

CAD	Y	N
Breast Ca	Y	N
DM	Y	N
Colon Ca	Y	N
HTN	Y	N

SEROLOGY

HIV				
RPR				
HBsAg				
Hep C AB				

PHYSICAL EXAM

Exam	Frequency	Dates/Results	Dates/Results	Dates/Results
Breast	Annually			
Pelvic	Every 1-2 years			
Prostate	Annually > 40yr			
Vision	Annually > 60yr			

LABORATORY

Measure	Frequency	Dates/Results	Dates/Results	Dates/Results
Cholesterol	Every 5yrs >35yr			
Hemoccult	Annually > 50yr			
Mammogram	Annually > 50yr			
PAP Smear	Every 1-2 yr.			
PPD	Annually			

IMMUNIZATION

Vaccines/Toxoid	Frequency	Dates	Dates	Dates
Influenza	Annually			
Pneumococcal	Once			
Tetanus	Every 10 yr.			

Vaccine Administration Record

Information about person to receive vaccine (please print)

Name Last		First	Middle Initial	Birthdate	Age
Address Street			City	County	State
Sex	Race	Phone Number	Message Number (Optional)		

"I have received, read or have had explained to me the Vaccine Information Statement (VIS) on the vaccine(s) to be given. I understand the benefits and risks of the vaccines of the/these vaccine(s) and request that this (they) be given to me or to the person named below for whom I am authorized to make this request."

X _____ Date: _____
Signature of client or person authorized to make the request (parent or guardian)

DTP DT Td DTaP DTP/HIB
 Dose 1 _____ Dose 2 _____
 Dose 3 _____ Dose 4 _____
Dose 5 _____ Adult Booster _____
 Vaccine Manufacturer _____
 Vaccine Lot No. _____
 Site of Injection: _____

MMR
 Dose 1 _____ Dose 2 _____
 Vaccine Manufacturer _____
 Vaccine Lot No. _____
 Site of Injection: _____

OPV (polio) IPV
 Dose 1 _____ Dose 2 _____
 Dose 3 _____ Dose 4 _____
 Vaccine Manufacturer _____
 Vaccine Lot No. _____
 Site of Injection: _____

Hepatitis B
 Dose 1 _____ Dosage _____
 Dose 2 _____ Dosage _____
 Dose 3 _____ Dosage _____
circle cap color: brown yellow green engerix
 Vaccine Manufacturer _____
 Vaccine Lot No. _____
 Site of Injection: _____

Hib or DTP/HIB Combined
 Dose 1 _____ Dose 2 _____
 Dose 3 _____ Dose 4 _____
 Vaccine Manufacturer _____
 Vaccine Lot No. _____
 Site of Injection: _____

Varicella Flu Hep A Pneum.
Other _____
 Dose 1 _____ Dosage _____
 Dose 2 _____ Dosage _____
 Vaccine Manufacturer _____
 Vaccine Lot No. _____
 Site of Injection: _____

VFC Eligibility Codes (circle)

- M Enrolled in Medicaid
- N No health insurance
- A American Indian / Alaskan Native
- U Underinsured
- I Ineligible (none of the above)

Clinic/Office Address	Date Vaccine Given
Signature of Forecaster/Counselor	
Signature and title of Vaccine Administrator	



Immunization Questionnaire FOR CHILDREN ONLY

1. Is your child sick right now with anything more serious than a cold? Yes No
2. Has your child ever had a convulsion or other problem of the nervous system? Yes No
3. Do you have a family history of seizures or convulsions? Yes No
This does not mean your child should not receive vaccines although there is a slight increase risk of seizure. If DTP is needed, it is advised to give your child acetaminophen such as Tylenol, at the time of injection and every 4-6 hours for 48-72 hours. If MMR is needed, watch for possible fever 7-12 days following the injection and follow same treatment for fever.
4. Has your child had a serious reaction to DTP shots before, such as: a temperature of 105°F or greater, a convulsion; an episode of limpness and paleness; unusual high-pitched crying; or inflammation of the brain (encephalitis)? Yes No
5. Does your child have cancer, leukemia or lymphoma? Yes No
6. Does your child have a disease that lowers the body's resistance to infection? Yes No
7. Is your child taking a drug that lowers the body's resistance to infection such as cortisone, prednisone, or certain anti-cancer drugs? Yes No
8. Does anyone live in your child's household that has any of the conditions listed in #5, #6, or #7 above? Yes No
9. Has your child received an immune globulin shot within the last 3 months? Yes No
10. Does your child have an allergic reaction to eating eggs so serious that it has required medical treatment? Yes No
11. Has your child had an allergic reaction to an antibiotic called neomycin so serious that it required medical treatment? Yes No
12. Is your child taking any medications? Yes No

FOR ADULTS ONLY

1. Are you sick right now with anything more serious than a cold? Yes No
2. Have you ever had a convulsion or other problem of the nervous system? Yes No
3. Do you have a family history of seizures or convulsions? Yes No
4. Do you have a disease that lowers the body's resistance to infection? Yes No
5. Are you taking a drug that lowers the body's resistance to infection such as cortisone, prednisone or certain anti-cancer drugs? Yes No
6. Have you received an immune globulin shot with the last 3 months? Yes No
7. Do you have an allergic reaction to eating eggs so serious that it has required medical treatment? Yes No
8. Have you had an allergic reaction to an antibiotic called neomycin so serious that it required medical treatment? Yes No
9. Are you taking any medications? Yes No
10. Are you pregnant? Yes No