

HCBS Documentation: Tips for a No-Fail Narrative



REQUIREMENTS FOUND IN IAC 441-79

1. INTERVENTION/ACTION OF STAFF

What did you, as the staff, do throughout your shift to help the person work on the identified objective?

Use the teaching procedures/action steps in the service plan plan to help you tell the story.

Your job is to engage and interact in a way which supports a person in achieving something. So how did you do that? Write about ACTION not just OBSERVATION.

For habilitation funded clients-is the element of Mental Health support noted?

2. PERSON'S RESPONSE

How did the individual responded to your intervention?

What did they say (if significant)?

What did they do?

This does not have to be a complete narration of every move, every event, or every word said. Write about what response was given as it relates to the objective being worked on.

3. PROGRESS

Narrates what happened because of your intervention and the individuals action steps. Relate this to the objective.

Ex.

Did the person learn something?

Did the person demonstrate something?

Did the person not get it despite repeated attempts?

Did the staff have to model the skill & have the member repeat the steps, etc.?