

CAREGIVER OUTREACH

Question ID	Question Text
COTR-3	Does the program use the correct unit definition in reporting Outreach Services as proposed in DFTA RFP? -Each contact initiated by the program for the purposes of disseminating information about the program or developing referral sources for the program. -Each contact with an isolated individual. -Each bulk mailing.
COTR-8	Is community-wide Caregiver program advertising conducted annually? This may be included in sponsor program publicity.
COTR-11	Do reported units from a sample month match on-site documentation of units provided during same month? Procedure: -Add numbers on each worker log or program's form for individual documentation. -Add the totals on each worker log or program's form to obtain monthly total. -Compare monthly total with DFTA invoice.
COTR-12	Does the program document in the client's record when any or all services are terminated, including the reason for termination?