

Please include this Document Log whenever you return completed documents to HCSATS. Thank you!

FCAP ID _____

Check box for each completed document you are forwarding to HCSATS		When to Send:
Referral Form		At Referral
First Page of ISSP		At Referral
Copy of Legal and Placement History		At Referral
SPAR		Assessment completion
Permanency Status - Referral and Assessment		Assessment completion
Health Status-Developmental Summary (completed by pediatricians)		Assessment completion
CW Interview		Assessment completion
Caregiver Interview		Assessment completion
GAL/CASA Interview		Assessment completion
Service Provider Interview		Assessment completion
Child Interview		Assessment completion
School Interview		Assessment completion
Adult Resource Interview (or other)		Assessment completion
Parent Interview		Assessment completion
CBCL		Assessment completion
CSBI		Assessment completion
YSR		Assessment completion
TRF		Assessment completion
TSCC		Assessment completion
PSI		Assessment completion
Vineland		Assessment completion
Caregiver Survey		Assessment completion
CAFAS/PECFAS		Assessment completion AND Termination
Permanency Status - Termination		Termination
Key Person Staffing Form		Termination
Termination Report		At Termination

Please make sure the FCAP ID is on ALL documents. Thanks!