**45 Day Meeting Summary**

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Person name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of meeting: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of service initiation: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The license holder must meet with the person, the person’s legal representative, the case manager, other members of the support team or expanded support team, and other people as identified by the person or the person’s legal representative before providing 45 days of service or within 60 calendar days of service initiation, whichever is shorter.

1. Describe the scope of services to be provided to support the person’s daily needs and activities:

1. Describe the person’s desired outcomes and supports necessary to accomplish the outcomes:
2. Describe the person’s preferences for how services and supports are provided, including how the provider will support the person to have control of the person's schedule:

1. Is the current service setting the most integrated setting available and appropriate for the person:

Yes; or No (if no, explain)

1. Describe the opportunities to develop and maintain essential and life-enriching skills, abilities, strengths, interests, and preferences:

1. Describe opportunities for community access, participation, and inclusion in preferred community activities:

1. Describe opportunities to develop and strengthen personal relationships with other persons of the person's choice in the community:

1. Identify opportunities to seek competitive employment and work at competitively paying jobs in the community:

1. Describe how services must be coordinated across other providers licensed under this chapter serving the person and members of the support team or expanded support team to ensure continuity of care and coordination of services for the person:

1. Summarize the discussion and decision on how technology might be used to meet the person’s desire outcomes:
2. Summarize a description of any further research that needs to be completed before a decision regarding the use of technology can be made: