

**Suffolk County Department of Health Services
Division of Services for Children with Special Needs
Event Log**

Child's Name: _____ DOB: _____

Provider's Name: _____ Agency Name: _____

Coordinator of Services: YES [] NO [] IEP Dates: _____ to _____

The signature after each entry certifies that the information provided on this form is a true and accurate representation of the facts.

<u>Date</u>	<u>Code</u>	<u>Notes</u>	<u>Time</u>
		SIGN FULL NAME AFTER EACH ENTRY	

<u>Codes</u>		<u>Time</u>
<p>CS Coordination of Services</p> <p>PM Preparation for CPSE Meeting</p> <p>AM Attendance at CPSE Meeting</p> <p>PC Conferencing with Child's Parents</p> <p>OB Observation</p>	<p>OC Conferencing with Other Providers</p> <p>TR Travel for These Purposes</p> <p>PH Phone Contact</p> <p>OT Other</p>	<p>Note the <u>exact</u> number of minutes for each activity listed</p>