

Record of Contact

Client ID _____

Type of Service _____

MINIMUM 7 ATTEMPTS ON DIFFERENT DAYS AT DIFFERENT TIMES
 RECORD ALL ATTEMPTS, INCLUDING THE COMPLETED INTERVIEW

	Interviewer Initials	Date	Day of the Week	Start Time	End Time	Result Code	Comment
1							
2							
3							
4							
5							
6							
7							

Telephone Result Codes

T01= Call Completed Successfully

T02= Ring, No Answer

T03= Wrong Number

T04= Language Problem

T05= Call Back needed

T06= Appointment Scheduled/Rescheduled

T07= Left Message

T08=Refusal

T09=Other (Specify) _____