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INITIAL CASE / FINAL CASE / ASSESSMENT REPORT
Spring / Fall Semester 20xx

Client Name: File #:
Date of Birth: Date of Report:
Age:
Parents:
Address:

Phone:

Graduate Clinician:
Clinical Instructor:

Diagnosis (-es):

Background

Background information should include: demographic information; referral source; history.

> *Adult history – medical information (including medications); current health status; work, family and other pertinent information for treatment*
>
> *Child history – birth, developmental and educational history; medical information (including medications); current health status; family and other pertinent information for treatment*

Assessment

Voice: clinician's perception of voice; instrumental assessment data

Fluency: percent disfluent; description of disfluencies and concomitant behaviors (if any)

Treatment Goals and Progress

Description of previous treatment and progress (if applicable)

Baseline: *Report baseline data/information for Goal 1*

Goal 1:

Objective 1:
Objective 2:
Objective 3:
Procedures and Progress

Baseline: *Report baseline data/information for Goal 2*

Goal 2:

Objective 1:
Objective 2:
Objective 3:
Procedures and Progress

Baseline: *Report baseline data/information for Goal 3*

Goal 3:

Objective 1:
Objective 2:
Objective 3:
Procedures and Progress

(Cont. as appropriate)

Recommendations

It is recommended that…… Future treatment goals may include, but are not limited to the following:

1. *proposed Tx Goal 1*
2. *proposed Tx Goal 2*
3. *(continue as appropriate)*

First / Last Name, B.S./B.A. Graduate Clinician	First / Last Name, M.A.,/M.S.,/Ph.D., CCC-SLP Clinical Instructor

Additional Guidelines:

1. Font type/size: Garamond / 12pt (Garamond is a Sac State authorized font)
2. Header: (right align) File # xxxxx and page x of y
3. Footer: (centered) CONFIDENTIAL STUDENT REPORT
4. Margins: Top = 1", Bottom = 0.5", Left = 1" and Right = 0.7"