

YOUR AGENCY NAME, LLC

| Service log report | | | | | | | | |
|-----------------------|-----------------|------------------------|--------------------------------------|---------------------------|----------|-------------------|---------|--|
| Staff: Jane Doe | | Individual: John Smith | | From 07/07/15 To 07/10/15 | | Total Hours:12.00 | | Total Mileage: 14.00 |
| U.C.I. Number: 123456 | | | | | | | | |
| Staff Name | Individual Name | Date | Service Code | Start Time | End Time | Total Hours | Mileage | P.N. Description |
| Jane Doe | John Smith | 07/07/15 | Multi | 05:00 PM | 09:00 PM | 4.00 | 10.00 | Met John Smith downtown then went to the park where he engaged in physical exercise, and utilized appropriate personal space, and verbalized appropriately while speaking to others. |
| Jane Doe | John Smith | 07/08/15 | Multi | 05:00 PM | 09:00 PM | 4.00 | 4.00 | Met John Smith downtown and then drove him to his sister's house for dinner, and afterwards to the movies where he socialized and interacted with people effectively |
| Jane Doe | John Smith | 07/09/15 | PSB 896 - Supported Living Overnight | 10:00PM | 12:00 AM | 2.00 | | Overnight |
| Jane Doe | John Smith | 07/010/15 | PSB 896 - Supported Living Overnight | 10:00PM | 12:00 AM | 2.00 | | Overnight |