

ISC Documentation Form:

ISSUE REPORTING & TRACKING

COMPLETED MONTHLY

Person's Name:

For Review Activities during Month & Year of:

Date Sent to Provider:

Support Coordinator:

ISC Agency Name:

& DMRS Regional Office:

Note:

This form is used monthly by the Independent Support Coordination Agency (ISCA) to record and report the basis for any item marked, or observed, as a "NO" using any of the checklists in the "ISC Documentation Forms" during routine review activities (e.g., the face-to-face visit; the monthly ISP status review; and the periodic, semi-annual and annual reviews). Also, this form is used to reiterate any item marked "NO" from the prior month that needs to be rechecked by the ISCA for resolution during the current month.

A copy of this "ISC Reporting & Tracking" form is provided to the responsible Provider, the DMRS Regional Office, and if desired, the person or the person's family/legal representative.

In the 1st column below, the "Item #" corresponds to the uniquely numbered checklist items on the various types of ISC Documentation Forms. The "Yes" or "No" in the last column simply indicates whether the ISCA was able to verify resolutions of prior issues, or was aware of resolutions for newly-identified issues before sending the report. Resolutions may or may not have been reached at the time the report is sent. The ISCA is not required to confirm resolutions of issues identified during the current month before sending this report. Regardless of whether the issue has been, or will be, resolved before the report is sent, a copy of the form is always sent to the Provider & DMRS for their information and use.

Item #	Description of Prior Month's Issues To Be Re-Checked; And Any New Issues Found This Month:	I.D. The Responsible DMRS Provider(s)	New Issue (✓)	Prior Issue (✓)	If This Is A Prior Issue, The Results of Re-Checking It Were: Or, If This Is A New Issue, The ISCA, If Aware, Knows Of The Following Actions Or Plans To Resolve The Issue:	Issue Was Resolved? (Yes / No)

Total Number of New Issues Reported This Month →

← Total Number of Issues Re-checked From Prior Month

ISC's initials or Signature: _____

(Totals are listed on last page of this report)

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