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**Case Note Competency Quiz**

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| --- | --- | --- | --- |
| **Name** |  | **Position** |  |

Give two examples on why good case notes are important to case management?

1.

2.

On the \_\_\_\_\_ of each month all case notes need to be in for each CM caseload.

BDDS allows \_\_\_\_\_\_ days to complete a case note from consumer activity date.

Inspire prefers case managers to have case notes completed within \_\_\_\_\_\_\_ of activity date.

What two steps need to be documented for all intakes?

1.

2.

T/F It is important to follow up with all open concerns or tasks for everyone on a CM’s case note.

CM just completed all annual PCISP and added AISP to CCB for Consumer. Please write a case note below to reflect this update.