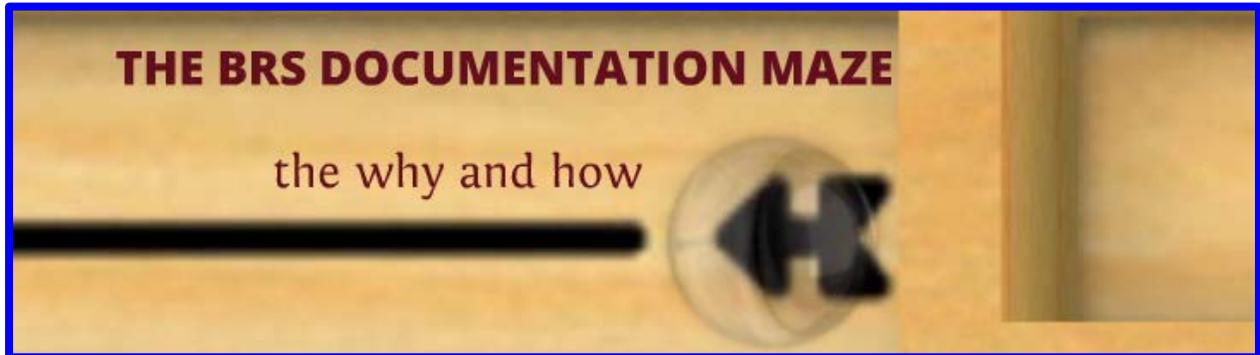




BRS Documentation Training

[Presentation is available via Prezi –](#)



BRS Notes need to include:

- Name of youth: *(Legal name of youth)*
- Type of service: *(i.e. Counseling, Skills Training, Crisis Counseling, or Parent Training)*
- Individual or Group:
- Date of service: *(Actual date you provided the service)*
- Length of service: *(Actual time you spend providing the service)*
- Service plan goal/intervention: *(Directly from ISP or MSP)*
- Description of service/intervention provided: *(What did you do, what service/intervention did you provide)*
- Description of youth's participation in service: *(How did youth engage?)*
- Staff name and position:

Tips for writing the notes:

- Remember BRS documentation must include the intervention you provide and a description of how the youth respond to that intervention. If you did not provide an intervention it is not a BRS service.
- When you describe the service you provided make sure you clearly detail what you actually did.
- Write how the youth actually participated in the service, not how you believe he/she felt about the interaction.
 - o i.e. - Youth engaged in role play and practiced the skills learned.
- Make sure the intervention ties to the youth's service plan.
- Recreation activities and chores are not BRS, these should not be included in the BRS notes.
- You are not writing an observation of the youth's behaviors you are documenting services.