

## Supported Living (CLS)

<i>Area to be reported</i>	<i>Reporting Requirements</i>	<i>Information Source</i>	<i>Frequency</i>
Consumer Satisfaction with Services Provided	Satisfaction on Survey Aggregate Form and response rate  (report # of surveys distributed and # of surveys collected)	Consumer Survey procedure, Consumer Survey, and Survey Aggregate Form (in provider manual)	Annually – due April 30
Staff Training – Initial Training (new staff)	Total # of staff working 90 days – 12 months who have completed all initial trainings as required by contract	Contract – Attachment E, “Training Requirements”; Employee records	Quarterly
Staff Training – Required Trainings (long-term staff)	Total # of staff working more than 12 months who have completed all initial trainings and all refresher trainings as required by contract	Contract – Attachment E, “Training Requirements”; Employee records	Quarterly