

# *Parent-Child Assistance Program (PCAP)*

UNIVERSITY OF WASHINGTON ADDICTIONS, DRUG & ALCOHOL INSTITUTE  
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<https://pcap.psychiatry.uw.edu/>

## Client File Review

**Instructions:**

- 1) Supervisor: note what corrections are needed.
- 2) Case Manager: initial small box when corrections are made.
- 3) Supervisor: sign at bottom verifying that corrections are complete.

PCAP Site: \_\_\_\_\_

Case Mgr. Name: \_\_\_\_\_

Review time period: \_\_\_/\_\_\_/\_\_\_ to \_\_\_/\_\_\_/\_\_\_

Client ID	Access Face Sheet	Tracing Information	Service Coordination	Releases of Information	Medications and Birth Control	Goals and Assessments	Case Notes	Case Notes & Time Summaries	Correspondence

**Supervisor Name:** \_\_\_\_\_

**Date Complete:** \_\_\_\_\_