

First and Last Name: \_\_\_\_\_

Date: \_\_\_\_\_

## MSI PROGRESS UPDATE

### INSTRUCTIONS:

- Using assertive engagement practices, the following Progress Update should be completed or updated for each household at regular intervals and during follow-ups:

<p><b>Section A</b></p> <ul style="list-style-type: none"> <li><input type="radio"/> Entry (within 60 days)</li> <li><input type="radio"/> Exit</li> </ul>	<p><b>Section B</b></p> <ul style="list-style-type: none"> <li><input type="radio"/> Entry (within 60 days)</li> <li><input type="radio"/> Exit</li> </ul>
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- The entry Progress Update should be completed within 60 days of the intake date.
- Responses should be recorded in ServicePoint under the **Head of Household's program entry** by the 15<sup>th</sup> of the month following completion of the Progress Update. Please see the MSI ServicePoint Handbook for more detailed instructions or call the ServicePoint Hotline at 503-970-4408.

### Section A

<b>Monthly Household Income:</b> \$ _____	<b>Is any adult in the household currently employed?</b> <input type="checkbox"/> No <input type="checkbox"/> Yes	<b>Receiving TANF?</b> <input type="checkbox"/> No <input type="checkbox"/> Yes			
<b>Current Savings:</b> \$ _____	<b>Total Monthly Expenses:</b> \$ _____	<b>Monthly Housing Cost:</b> \$ _____			
<p><b>Is family engaged with any employment services?</b> <input type="checkbox"/>No <input type="checkbox"/>Yes <b>If Yes, Specify below (check all that apply):</b></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 33%; vertical-align: top;"> <input type="checkbox"/> WorkSource  <input type="checkbox"/> Adult Basic Education/GED  <input type="checkbox"/> Career Exploration  <input type="checkbox"/> Computer/Software Literacy  <input type="checkbox"/> ESL                 </td> <td style="width: 33%; vertical-align: top;"> <input type="checkbox"/> Individual Career Coaching  <input type="checkbox"/> Internship  <input type="checkbox"/> Interviewing Skills  <input type="checkbox"/> Job Readiness Skills                 </td> <td style="width: 33%; vertical-align: top;"> <input type="checkbox"/> Job Searching Skills/Assistance  <input type="checkbox"/> On-the-Job Training  <input type="checkbox"/> Resume-Writing Skills  <input type="checkbox"/> Writing/Typing/Communication Skills   <input type="checkbox"/> Other: _____                 </td> </tr> </table>			<input type="checkbox"/> WorkSource <input type="checkbox"/> Adult Basic Education/GED <input type="checkbox"/> Career Exploration <input type="checkbox"/> Computer/Software Literacy <input type="checkbox"/> ESL	<input type="checkbox"/> Individual Career Coaching <input type="checkbox"/> Internship <input type="checkbox"/> Interviewing Skills <input type="checkbox"/> Job Readiness Skills	<input type="checkbox"/> Job Searching Skills/Assistance <input type="checkbox"/> On-the-Job Training <input type="checkbox"/> Resume-Writing Skills <input type="checkbox"/> Writing/Typing/Communication Skills  <input type="checkbox"/> Other: _____
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<p><b>Do all household members receive <u>HEALTH</u> services appropriate to their needs?</b>                  (Note: This includes ALL modes of healthcare: culturally-specific, naturopath, alternative, etc.)</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> <input type="checkbox"/> Routine/Preventative Care (Adults &amp; Children)  <input type="checkbox"/> Routine/Preventative Care (Children Only)                 </td> <td style="width: 50%; vertical-align: top;"> <input type="checkbox"/> Emergency Care Only  <input type="checkbox"/> Insufficient Care                 </td> </tr> </table>			<input type="checkbox"/> Routine/Preventative Care (Adults & Children) <input type="checkbox"/> Routine/Preventative Care (Children Only)	<input type="checkbox"/> Emergency Care Only <input type="checkbox"/> Insufficient Care	
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<p><b>Do all household members receive <u>DENTAL</u> services appropriate to their needs?</b>                  (Note: This includes ALL modes of healthcare: culturally-specific, naturopath, alternative, etc.)</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> <input type="checkbox"/> Routine/Preventative Care (Adults &amp; Children)  <input type="checkbox"/> Routine/Preventative Care (Children Only)                 </td> <td style="width: 50%; vertical-align: top;"> <input type="checkbox"/> Emergency Care Only  <input type="checkbox"/> Insufficient Care                 </td> </tr> </table>			<input type="checkbox"/> Routine/Preventative Care (Adults & Children) <input type="checkbox"/> Routine/Preventative Care (Children Only)	<input type="checkbox"/> Emergency Care Only <input type="checkbox"/> Insufficient Care	
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## Section B

This page should be completed/updated at Entry and Exit.

First and Last Name: \_\_\_\_\_

Date: \_\_\_\_\_

This information will help us work with you and your family better. This is not a test and there are no wrong answers. Your answers will NOT be used to decide whether you are eligible for our program.

**Please tell us how much you agree or disagree with each statement.**

	Strongly Disagree	Disagree	Neutral	Agree	Strongly Agree	N/A
My family's current housing situation meets our needs for size, health, safety and location.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
My current level of household income meets my family's needs for expenses and savings.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
My family has relationships or social networks that provide positive supports to each other.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
My family has relationships or social networks that reinforce our culture and values.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
My family's overall education or job training meets our vocational and life aspirations.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
In the last 3 months, my family had enough money for food and no one in our family had to cut the size of our meals or skip meals.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
All family members feel safe in our home.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
My children are able to be safe and successful in their family, school and community.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>