

Profile Interview/Intake General Information

Profile Part I Guide

Participant's Name: _____ Date: _____
Facilitator: _____

Information in sections 1 (a - g), 2 (a & c), 3 & 4 is self-explanatory. Please do not leave sections blank. If the section is not relevant for the participant, write N/A.

1. Participant's Identification Information

- a. Date of birth: __/__/__
b. Address: _____
c. Phone: _____ Cell: _____ Other: _____
d. Marital status: _____ Single _____ Married
e. Current family status with Local/State funding entity:
f. Additional agencies involved with the participant:
g. Additional agencies involved with the family:

2. Residential/Domestic Information

a. Family

Spouse/significant other _____

Length of relationship: _____

Employment: _____

b. Extended family in local area:

This section should describe the members of the individual's family, including extended family, with whom the individual has a relationship. Please list names, general location and typical interactions with individual.

c. Names, ages, relationships and employment of persons living in same home/residence:

A chart similar to this can be used as long as all information is listed.

Table with 4 columns: Name, Age, Relation, Employment. It contains 4 empty rows for data entry.

If more than 5 persons, please use the back of this form.

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d. Residential history:

This section describes the time the individual has lived in their current home and previous homes, out to ten years. Describe whether the person rents, owns the home or shares with family or others.

e. Description of neighborhood:

This section describes the neighborhood in terms of rural, urban or suburban. Note the proximity of neighboring homes, defining features of the neighborhood, proximity of services, amount of traffic, availability of sidewalks, and other similar features.

f. Location of neighborhood in community:

This section addresses the proximity of the neighborhood to the community as a whole, especially the center of town, as appropriate, and of essential services. Note transportation availability, ease or difficulty of access and issues that might be associated with visiting the area during discovery.

g. Identify the transportation used by the participant and family(or staff):

This section addresses the types and availability of transportation used by all immediate adult family members. Pay particular attention to regular work schedules, whether family members car pool or drive alone and the time of each commute. Also describe all the ways in which the individual gets around in the community including, as appropriate, walking, bike riding, riding with friends, etc.

h. List the general commercial (shopping, industry, or services) areas near home:

This section identifies a general listing of businesses that are in close proximity to the individual's home. It is not necessary to list business names but, rather, to reference the business types such as large grocery markets, convenience stores, gas stations, retail clothing, restaurants, etc.

3. Education and Specialized Training History:

a. List Highest to lowest level of education:

School	Date	Degree or accomplishment	Reason if not completed

b. Identify any vocational classes, internships, special trainings, sheltered workshops:

Identify class, internship, training	Date	Location	Special skills developed	Check if this was interesting

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4. Work History (list from most recent)

Business	Dates	Job title	Pay	Reason for leaving