**Individualized Day Supports: Daily Notes Template**

**1. Name of IDS Participant:**

**2. Date:**

**3. Note any scheduling/attendance issues:**

**4. List each activity the person did today:**

|  |  |  |  |
| --- | --- | --- | --- |
| **ACTIVITY** | **LOCATION** | **LENGTH OF TIME SPENT IN ACTIVITY** | **WHO PARTICIPATED WITH PERSON (OTHER THAN DSP)** |
| **#1** |  |  |  |
| **#2** |  |  |  |
| **#3** |  |  |  |
| **#4** |  |  |  |

**5. For each separate activity listed above, record notes to address the following questions:**

* **What worked well?**
* **What did the person like about:** 
  + **The activity?**
  + **The place where the activity took place?**
  + **The people s/he interacted with during the activity?**
* **What didn’t work well or didn’t go as planned?**
* **What didn’t the person like about:** 
  + **The activity?**
  + **The place where the activity took place?**
  + **The people s/he interacted with during the activity?**
* **What specific goal area(s) were addressed by the activity the person did?**
* **What skills did the person use (skills already possessed/mastered) or practice (skills being developed/learned) during each activity?**
* **Describe progress on skills being developed/learned and teaching methods used by the DSP on this day; comment on effectiveness of teaching methods used.**