

# Agency Evaluation Intake

**Fax: 616 458-8129 OR Email: helpdesk@hresource.com**

Person to be Evaluated: \_\_\_\_\_ Gender: M  F

Age: \_\_\_\_\_ DOB: \_\_\_\_\_ Phone: \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Do they have the ability to read/write without assistance? Yes No  
Reading Disability? Yes No

**\*\*Purpose of Evaluation:** \_\_\_\_\_  
\_\_\_\_\_

Mental Status Parent Clinical Eval

Why is agency involved? \_\_\_\_\_  
\_\_\_\_\_

Is there a pending court date? No Yes (date: \_\_\_\_\_)

## **For Minors Only:**

Parents: Married Separated Divorced Single Parent

Mother's Name \_\_\_\_\_ Father's Name \_\_\_\_\_

Currently Living with: Resides with Parent(s) Foster Parent(s): (Name(s) \_\_\_\_\_)  
Residential Facility \_\_\_\_\_

\*\*Are we evaluating a partner/spouse/child of the person, if so name \_\_\_\_\_

Caseworker requesting the appointment: \_\_\_\_\_

Referring Agency: DAB Samaritas BCS CCWM

WLS CPS/DHHS (County: \_\_\_\_\_)

**Case/Log#:**

Caseworker's Phone: \_\_\_\_\_ Caseworker's Email: \_\_\_\_\_

Billing Agency/Caseworker: \_\_\_\_\_ Phone: \_\_\_\_\_

## **Mental Status Evaluation**

A mental status evaluation is typically requested by a social service agency when there is a need to assess an individual's overall psychological functioning. Mental status evaluations are conducted for adults, adolescents, and children. The evaluation follows the format typically utilized by the Disability Determination Service. The evaluation involves an extensive clinical interview as well as appropriate psychological testing. The evaluation determines if there are any major psychological or emotional problems; assesses the individual's personality dynamics; and evaluates a potential substance abuse problem. The evaluation can provide information in regard to a person's intellectual functioning. If requested, a full battery of intellectual testing is available (at additional cost). The evaluation provides a mental health diagnosis and specific and practical recommendations for interventions.

## **Parent Clinical Evaluation**

A parent clinical evaluation is requested by a caseworker when an individual's involvement with the social service agency is primarily in regard to parenting. There may be issues of neglect or abuse. The caseworker is primarily interested in learning more about the individual's psychological functioning and how mental health issues may affect or compromise a person's ability to provide a safe environment for children. In addition to a clinical interview, the evaluation gathers data from a variety of psychological testing materials. The evaluation determines if there are any major psychological or emotional problems; assesses the individual's personality dynamics; and evaluates for a potential substance abuse problem. The evaluation may also provide information in regard to a person's intellectual functioning. If requested, a full battery of intellectual testing is available (at additional cost). The psychological report will make recommendations for specific types of interventions, if warranted.

### **Also please note:**

- Please do not skip any blanks, as all information is very important in the scheduling process.
- In order to properly schedule enough time for testing, we need to know the clients reading and writing ability.
- Please fill out separate intakes for each client that needs an evaluation.