**North Carolina Department of Health and Human Services**

**Division of Aging and Adult Services**

**Face Sheet**

Case # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Completed at initial contact and update as needed) SIS ID # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Client Name(s)** | **Sex** | **Race** | **DOB** | **Marital Status** | **Education Completed** | **Social Security #** |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Address** | **City** | **State** | **Zip** |
|  |  |  |  |

Is this address a facility  Yes  No

If yes, name of facility and level of care:

|  |  |  |  |
| --- | --- | --- | --- |
| **Client Name(s)** | **Home Phone** | **Cell/Mobile Phone** | **Email Address (if applicable)** |
|  |  |  |  |
|  |  |  |  |

Directions to client’s residence/potential dangers/other notes:

|  |  |
| --- | --- |
| **Emergency Contact** | |
| Name | Relationship to client |
|  |  |
| Address: | Phone number(s): |
|  |  |

**Others in client’s household (or significant person in group settings)**

|  |  |  |  |
| --- | --- | --- | --- |
| Name | Year of birth | Relationship to client | Daytime phone |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**Significant others not in client’s household**

|  |  |  |  |
| --- | --- | --- | --- |
| Name | Year of birth | Relationship to client | Daytime phone |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| Notes/Comments: | | | |

**Professional Contacts**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Name | Profession | | Address | | Phone |
|  |  | |  | |  |
|  |  | |  | |  |
|  |  | |  | |  |
|  |  | |  | |  |
|  |  | |  | |  |
| Client Diagnoses: | | | Client Allergies: | | |
| Medicaid # | | MQB | | Medicare #  A  B | |
|  | |  | |  | |
| Medicaid worker | | Phone/ext. | |  | |
|  | |  | |  | |
| Other IM case worker | | Phone/ext. | |  | |
|  | |  | |  | |

Is client/spouse a veteran?  Yes  No

Private insurance  Yes  No

Insurance type(s)  Medical  Long term care  Life  Burial

Insurance information:

Advance directives:  Yes  No MOST Form  Yes  No

Living will:  Yes  No Health care POA  Yes  No

Burial arrangements ( List below):

Does the client have a guardian, payee, or a person with a power of attorney? If yes, complete below

|  |  |  |
| --- | --- | --- |
| Name | Status | Phone number(s) |
|  |  |  |
|  |  |  |

History of services requested/received:

Notes: