

H + H Participant Encounter Log

Salesforce ID _____

CHW initials _____

Date	Time of Encounter	Encounter Type	Outcome Code	Comments / Explanation

ENCOUNTER TYPE:

PC = Phone call

SV = Scheduled visit

UV = Unscheduled visit

OT = Other (Explain)

OUTCOME CODES:

SP = Spoke with participant (Explain)

AM = Left message on answering machine / voicemail

LM = Left message with person who answered

BZ = Busy signal

CC = Phone call from client (Explain)

NA = No answer

NH = Participant not home (Explain)

WN = Wrong number

DS = Disconnected (Explain)

AC = Person moved / address change (Explain)

OT = Other (Explain)