

Creating Goals		
Staff Name		Date
Signature		
<p><i>Examine each action statement, the SERVICE, the FREQUENCY, the list of TASKS, and other provided information and write a complete person-centered goal for use in the individual's Support Plan.</i></p>		
<p>1. Make a list of the goals or "action statements" in the client's words, numbering each goal with the related <b>SERVICE</b>. Add any goals that the client's circle of support sees a need for. Combine when possible.                  2. Add the <b>FREQUENCY</b> to the list of goals.                  3. Make a list of <b>TASKS</b> the client is willing to do for that goal.                  4. Write the complete goal. <b>STEM – TASKS – FREQUENCY – SERVICE</b>.</p>		
<p><b>EXAMPLE:</b>                  From this information:  <b>Goal/Action Statement with Frequency and Service:</b> I want to learn to drive once a week (SLC)  <b>Tasks:</b> by getting a driver's manual, by studying the manual with my SLC, by practicing written tests, by practicing "real-life" scenarios, by taking a safe driving course, by getting my license                  We get this goal:                  I want to learn to drive by getting and studying the driver's manual, practicing tests and scenarios, and by taking a safe driving course with help once a week (SLC)</p>		
<p>4. I want to look nice (IHSS) every day                  by making a list of things I have to do each day to look good, following that list                  My IHSS will help me with my shower routine and remind me to do the other things on my list</p>		
<p>5. I want to do my chores (IHSS) once a week                  by making a chore chart, following my chore chart at least once a week                  My IHSS will help me make the chore chart and will remind me to look at it each day and do the chore for that day, my IHSS will help me with moving furniture when I vacuum</p>		
<p>6. I want to make a memory book (IHSS) once a month                  by taking pictures, buying a memory book and some stickers, starting with 1 memory page at a time                  I will take my camera with me when I go out to take pictures, my IHSS will help me put pictures in my book</p>		
<p>7. I want to see my doctor (SLC) when I need to                  by making an appointment for a physical, making appointments for blood work, making a dentist appointment, writing the appointments on my calendar                  My coach will go with me to my appointments</p>		