|  | DEVELOPMENTAL DISABILITIES ADMINISTRATION (DDA)  **Certification Evaluation**  **Legal Representative Interview** | | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| PROVIDER / CONTRACTOR NAME | | | | | | EVALUATOR NAME | | | |
| EVALUATION DATES | | | | | | | | | INTERVIEW DATE |
|  | | | | | | | | | |
| CLIENT NAME | | | | | | | | | CLIENT PERMISSION  Yes  Declined  N/A |
| CONTACT NAME | | PHONE NUMBER (WITH AREA CODE) | | | | | | CONTACT ROLE (LEGAL REP, FAMILY, ADVOCATE, ETC.) | |
| CONTACT ATTEMPS / REASON INTERVIEW COULD NOT BE COMPLETED | | | | | | | | | |
| The questions below are meant to capture if people are satisfied with the provider’s instruction and supports, if needs are met, and if client rights are protected. Document answers to the questions or if they decline to answer. Some questions may not be applicable, depending on the type of program the client is in (i.e. finances). | | | | | | | | | |
| **Overall Satisfaction** | | | **Yes** | **No** | **N/A** | | **Comments** | | |
| What do you like about the services the provider provides to the client? | | |  | | | | | | |
| Does provider provide the support in a positive manner, with dignity and respect, encouraging client to do things for themselves, to learn, and build skills? | | |  |  |  | |  | | |
| Keeping in mind the support and assistance provided, what areas could provider improve upon? | | |  | | | | | | |
| Do you have any concerns about the support provided to the client? | | |  |  |  | |  | | |
| Is there any service that is not currently being offered that you would like to see the provider provide? | | |  |  |  | |  | | |
| Are there any other comments? | | |  |  |  | |  | | |
| FOLLOW-UP NOTES | | | | | | | | | |