

## Application for Level Advancement

Resident Name:

Residential PPO:

I am requesting to be considered for advancement from **PREPARATION** to **DEVELOPING**,  
This section specifically addresses your case plan.

What **GOALS** did I complete to earn this level?

What **BEHAVIORS** have I shown to earn this level?

What new **SKILLS** have I used since my last level request?  
(Provide specific examples of where and when you used these skills)

On the other side of the page document the specific steps you have taken in relation to completion of your case / re-entry plan.

For Public Information Only

## Application for Level Advancement

Action Step	Date Completed	Supports Used

FOR PUBLIC INFORMATION ONLY

*Below are the minimum requirements for level advancement to be considered, please ensure all are completed before applying.*

I have completed the following **Action Steps**:

- Learned and followed the rules of the facility.
- Completed house chores as directed.
- Developed a case plan with PO on \_\_\_\_\_ (Date).
- Attended all appointments.
- Started Insurance Application on \_\_\_\_\_ (Date).
- Discussed discharge plan with PO on \_\_\_\_\_ (Date)
- Addressed health needs and taken medications as prescribed.
- Attended all required group sessions as assigned by PO.

**Signature** \_\_\_\_\_

**Date:** \_\_\_\_\_

## Application for Level Advancement

Resident Name:

Residential PPO:

I am requesting to be considered for advancement from **DEVELOPING** to **PROGRESSING**,  
**This section specifically addresses your case plan.**

What **GOALS** did I complete to earn this level?

What **BEHAVIORS** have I shown to earn this level?

What new **SKILLS** have I used since my last level request?  
(Provide specific examples of where and when you used these skills)

**On the other side of the page document the specific steps you have taken in relation to completion of your case / re-entry plan.**

*For Public Information Only*

Action Step	Date Completed	Supports Used

For Public Information Only

Below are the **minimum requirements** for level advancement to be considered, **please ensure all are completed before applying.**

I have completed the following **Action Steps:**

- Maintained applicable steps from Preparing.
- Obtained suitable employment on \_\_\_\_\_ (Date)  
At \_\_\_\_\_ (Place).
- Maintained employment of 72 hours bi-weekly
- Completed initial budget with PO on \_\_\_\_\_ (Date).
- Attended and appropriately participate in groups.
- Attended all scheduled appointments.
- Attended at least one workshop opportunity on \_\_\_\_\_ (Date)  
About \_\_\_\_\_ (Topic).
- Participated in at least one community service event.
- Made timely payments on probation / court obligations.

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

# Application for Level Advancement

**Resident Name:**

**Residential PPO:**

I am requesting to be considered for advancement from **PROGRESSING** to **PREVAILING**,  
This section specifically addresses your case plan.

What **GOALS** did I complete to earn this level?

What **BEHAVIORS** have I shown to earn this level?

What new **SKILLS** have I used since my last level request?  
**(Provide specific examples of where and when you used these skills)**

**On the other side of the page document the specific steps you have taken in relation to completion of your case / re-entry plan.**

*For Public Information Only*

## Application for Level Advancement

Action Step	Date Completed	Supports Used

Below are the **minimum requirements** for level advancement to be considered, **please ensure all are completed before applying.**

I have completed the following **Action Steps**:

- Kept up steps from previous levels.
- Completed one case plan goal as identified with PO on \_\_\_\_\_ (Date)  
I \_\_\_\_\_ (Goal)
- Maintained 72 hours or approved bi-weekly employment. .
- Obtained a therapist in community if deemed appropriate on \_\_\_\_\_ (Date)  
I met with \_\_\_\_\_ (Therapist's Name)
- Attended all appointments
- Contributed to group process and applied skills learned in group.
- Updated discharge plan on \_\_\_\_\_ (Date).
- Completed assignments as required.
- Attended at minimum one in house workshop on \_\_\_\_\_ (Date)  
I attended \_\_\_\_\_ (Topic)
- Participated in, at minimum one community service event on \_\_\_\_\_ (Date)  
I attended \_\_\_\_\_ (Topic)
- Make timely payments on obligations with PO approved budget.

**Signature** \_\_\_\_\_

**Date:** \_\_\_\_\_

## Application for Level Advancement

Resident Name:

Residential PPO:

I am requesting to be considered for advancement from **PREVAILING** to **THRIVING**,  
**This section specifically addresses your case plan.**

What **GOALS** did I complete to earn this level?

What **BEHAVIORS** have I shown to earn this level?

What new **SKILLS** have I used since my last level request?  
(Provide specific examples of where and when you used these skills)

On the other side of the page document the specific steps you have taken in relation to completion of your case / re-entry plan.

*For Public Information Only*

Action Step	Date Completed	Supports Used

Below are the **minimum requirements** for level advancement to be considered, please ensure all are completed before applying.

I have completed the following **Action Steps**:

- Completed one meaningful case plan goal as identified with PO on \_\_\_\_\_ (Date) I \_\_\_\_\_ (Goal).
- Reliably scheduled and managed all appointments.
- Demonstrated stability in approved employment.
- Continue to contribute to group process and apply skills.
- Updated and finalized discharge plan.
- Completed all assignments
- Participated in at least 1 community service events on \_\_\_\_\_ (Date)  
I attended \_\_\_\_\_ (Event)
- Attended all community meetings unless approved.
- Participated in, at minimum two workshop (may include 1 external group)
- \_\_\_\_\_ (Workshop / Group A),  
\_\_\_\_\_ (Workshop / Group B)

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_



## Application for Level Advancement

Resident Name:

Residential PPO:

I am requesting to be considered for advancement from **THRIVING** to **DISCHARGE**,

**This section specifically addresses your case plan.**

What **GOALS** did I complete to earn this level?

What **BEHAVIORS** have I shown to earn this level?

What new **SKILLS** have I used since my last level request?  
(Provide specific examples of where and when you used these skills)

On the other side of the page document the specific steps you have taken in relation to completion of your case / re-entry plan.

For Public Information Only

Action Step	Date Completed	Supports Used

For Public Information Only

Below are the **minimum requirements** for level advancement to be considered, **please ensure all are completed before applying.**

- I have completed the following Action Steps:
- Continued to attend all appointments
  - Continued to meet PO as scheduled.
  - Continued to demonstrate stable employment.
  - Implemented discharge plan as agreed.

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_