**WEEKLY THERAPY PLAN-LOG Plan Established:** XX/XX/XXXX

**Graduate Clinician Name:** Student X, B.A. **Clinical Faculty:** XXX, M.S. or Ph.D., CCC-SLP

**Client :** YY **Date:** June 30, 201X **Session #:** 2

**Long Term Goal #1:** *(goals are included in plans/SOAPs after session 3 once the PTP is finalized)*

*Short Term Objective 1.1*:

Rationale: *unless supervisor requests that these can be left out of plan/SOAPs*

*Short Term Objective 1.2*:

Rationale:

**Long Term Goal #2:** *(there may be more than two LTGs and STOs)*

*Short Term Objective 2.1*:

Rationale:

*Short Term Objective 2.2*:

Rationale:

**Procedures / Session Activities:**

This is where your weekly plan goes with rationales, procedures, materials, etc.

1. Activity Title: Write the target followed by the activity that you are using to work on that target. For example -- Vocalic /r/ at the word level using Jenga blocks instead of “Jenga”. 5 minutes.

* 1. *Rationale*
	2. *Materials*
1. Activity Title:
	1. *Rationale*
	2. *Materials*

Etc.

**WEEK #2: June XX, 201X SOAP**

**S:** Subjective comments about client’s participation and engagement (Brief! 1-2 sentences)

**O:** Results/Data (objective information including any tables with performance data, parent interview responses, clinical observations, etc.)

**A:** Assessment (provide interpretation of data in short narrative paragraph to summarize in general terms what the client’s performance indicated in terms of progress and what changes/next steps are beneficial)

**P:** Plan (for home carryover and/or if you will introduce a new technique next session)

**Personal Goals:**

 1. If requested by supervisor (set goal in the Tx plan and comment on your own progress here in the SOAP)

2.

 3.

**EXTRA NOTES FOR SOAPs:**

* The activities section includes how you organize the session to help the client engage and learn, as well as how you provide feedback, reinforcement and encouragement.
* Think of “activities” as the games or interactions that you create for the client, and the “procedures” as the methods you will use to cue the client, and give feedback and reinforcement.
* Your weekly plans/SOAPs should include important information that will be in the progress note. Document behaviors specifically related to the STOs and the LTGs.
* Define data-collection methods carefully so that it reflects the gains the client is making. Data should include level of cuing and accuracy of response (error, distortion, accurate).
* Turn in your SOAP for the previous session and the plan for the upcoming session at the same time. Speak to your supervisor about a consistent day each week for these documents to be due on CALIPSO.
* Some supervisors request 2-3 personal goals at the bottom of each plan with comments about whether those goals were achieved at the end of the SOAP. This is meant to help the supervisor know what you might need extra support with during the session and for you to set regular goals prior to mid-term and final evaluations.
* Remember that sessions end on the 50-minute mark to leave time to walk the family out and prep the room for the following session. Plan accordingly to leave 5 minutes of wrap-up time at the end of the session to finish in a timely way.