



DHS Annual Document Inventory Report, Minn. Stat. §13.025 - 2019

STATEMENT: This document is prepared in accordance with Minnesota Statutes section 13.025; and contains a description of each category of records, files or processes relating to private or confidential data on individuals maintained by the Minnesota Department of Human Services.

Minnesota Department of Human Services' (DHS) Responsible Authority is:

Jodi Harpstead, Commissioner of DHS

P.O. Box 64998

St. Paul, MN 55164-0998

Contact information

Minnesota Department of Human Services
General Counsel's Office, Privacy Office
Attention: Data Request
P.O. Box 64998
St. Paul, MN 55164-0998

DHS.info@state.mn.us

mn.gov/dhs/



For accessible formats of this information or assistance with additional equal access to human services, DHS.info@state.mn.us, call 651-431-2000; MN Relay: 711 or 1-800-627-3529.

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Administration: Children and Family Services (CFS)

Reporting Unit: Child Care Assistance

Name/Title of Contact: Carlson, Angela R.

Name/ID	Description	Classification	Citation for classification
DHS-3131a	CCAP Provider Notice of Intentional Program Violation - Waiver of ADH	Private	Minn. Stat. 13.46, subd.2
DHS-3132A	CCAP - Request for Provider Administrative Disqualification Hearing	Private	Minn. Stat. 13.46, subd.2
DHS-3134A	Child Care Assistance Program (CCAP) Notice of Program Disqualification for CCAP Providers	Private	Minn. Stat. 13.46, subd. 2
DHS-3429A	Child Care Assistance Program Disqualification Consent Agreement	Private	Minn. Stat. 13.46, subd. 2
DHS-3550	Minnesota Child Care Assistance Application	Private	Minn. Stat. 13.46, subd. 2
DHS-3551	Do you need help paying for child care?	Public	
DHS-3552	Direct Deposit for the Minnesota Child Care Assistance Program	Private	Minn. Stat. 13.46, subd.2
DHS-3769A	Legal Non-licensed (LNL) Provider Training Acknowledgment Form	Private	Minn. Stat. 13.46, subd.2
DHS-3813	User Agreement for MEC ² PRO Electronic Billing	Private	Minn. Stat. 13.46, subd.2
DHS-3941A	Child Care Center Employer Responsibilities	Public	
DHS-3941B	Child Care Center Employee Rights and Responsibilities	Public	
DHS-3943A	The Child Care Assistance Program (CCAP) and Fraud - Questions and Answers for Child Care Centers	Public	
DHS-3943B	The Child Care Assistance Program (CCAP) and Fraud - Questions and Answers for Families	Public	
DHS-3944	Child Care Assistance Program Family Guide	Public	

Name/ID	Description	Classification	Citation for classification
DHS-3985	Notice of Privacy Practices for Child Care Providers	Public	
DHS-4003	Child Care Status Transmittal Update to Child Support	Private	Minn. Stat. 13.46, subd. 2
DHS-4018	Important Information for Child Care Providers	Public	
DHS-4079	Child Care Provider Responsibilities and Rights	Public	
DHS-4194	Child Care Assistance Program Special Needs Rate Variance Request- Parent and Provider Request	Private	Minn. Stat. 13.46, subd. 2
DHS-4195	Child Care Assistance Program Special Needs Rate Variance Request - County Recommendation Form	Private	Minn. Stat. 13.46, subd. 2
DHS-4602	CCAP Medical Condition Documentation Form	Private	Minn. Stat. 13.46, subd.2
DHS-4794	Child Care Assistance Program Change Report Form	Private	Minn. Stat. 13.46, subd.2
DHS-4795	CCAP Quality Differential Rate Request Form	Private	Minn. Stat. 13.46, subd.2
DHS-5107	Administration of the CCAP - County and Tribal Child Care Plan	Public	
DHS-5107A	Child Care Assistance Program County and Tribal Child Care Plan Amendment	Public	
DHS-5163	Child Care Assistance Notice of Deduction for IRS Levy	Private	Minn. Stat. 13.46, subd.2
DHS-5164	Child Care Assistance Notice of Deduction for Continuous Levy	Private	Minn. Stat. 13.46, subd.2
DHS-5165	Child Care Assistance Notice of Deduction for Child Support Obligation	Private	Minn. Stat. 13.46, subd.2
DHS-5166	Child Care Assistance Notice of Deduction for Backup Withholding	Private	Minn. Stat. 13.46, subd.2
DHS-5167	First B Notice	Private	Minn. Stat. 13.46, subd.2
DHS-5168	Second B Notice	Private	Minn. Stat. 13.46, subd.2

Name/ID	Description	Classification	Citation for classification
DHS-5190	Child Care Assistance Program Licensed Provider Registration and Acknowledgement	Private	Minn. Stat. 13.46, subd.2
DHS-5191	Child Care Assistance Program License Exempt Provider Registration and Acknowledgement	Private	Minn. Stat. 13.46, subd.2
DHS-5192	Child Care Assistance Program Legal Non-licensed Provider Registration and Acknowledgement	Private	Minn. Stat. 13.46, subd.2
DHS-5192A	Health and Safety Resource for Parents and Legal Non-licensed Providers	Public	
DHS-5192B	Keeping children safe in your home	Public	
DHS-5192C	Health and safety best practices - Resources for Child Care Assistance Program legal non-licensed (LNL) providers	Public	
DHS-5192D	CCAP Legal Non-licensed Provider Local Emergency Contacts	Public	
DHS-5192E	CCAP Legal Non-licensed Provider Child Emergency Contact Information	Private	Minn. Stat. 13.46, subd.2
DHS-5223D	Combined Application - Child Care Addendum	Private	Minn. Stat. 13.46, subd.2
DHS-5242	Child Care Assistance Notice of Decision	Private	Minn. Stat. 13.46, subd.2
DHS-5260	CCAP Child Care Provider Guide	Public	
DHS-5274	Child Care Assistance Program Redetermination Form	Private	Minn. Stat. 13.46, subd.2
DHS-5312D	Case Review - Part IV: Child Care Assistance- Family Review	Private	Minn. Stat. 13.46, subd.2
DHS-5312E	Case Review - Part V: Child Care Assistance- Provider Review	Private	Minn. Stat. 13.46, subd.2
DHS-5318	Child Care Assistance Program Financial Tracking Form	Private	Minn. Stat. 13.46, subd.2
DHS-5367	Minnesota Child Care Assistance Programs - Parent Acknowledgement When Choosing a Legal Non-licensed Provider	Private	Minn. Stat. 13.46, subd.2

Name/ID	Description	Classification	Citation for classification
DHS-5485	Child Care Assistance Program Authorization for Release of Information In-home Child Care Providers	Private	Minn. Stat. 13.46, subd.2
DHS-5523	Child Care Assistance Billing Form	Private	Minn. Stat. 13.46, subd.2
DHS-5588	Child Care Assistance Notice of Decision - Denial	Private	Minn. Stat. 13.46, subd.2
DHS-5588A	Child Care Assistance Notice of Decision - Termination	Private	Minn. Stat. 13.46, subd.2
DHS-5665	Child Care Assistance Program - Direct Service Expenditure Adjustment Form	Private	Minn. Stat. 13.46, subd.2
DHS-5671	Child Care Basic Sliding Fee Monthly Waiting List	Public	
DHS-5776	Child Care Assistance Program Integrated Full-Day Head Start Services Payment Application	Private	Minn. Stat. 13.46, subd.2
DHS-6305	This form is used to verify that a parent or another parentally responsible individual (PRI) in the household has a medical condition and is unable to provide care for their child (ren).	Private	Minn. Stat. 13.46, subd. 2
DHS-6217A	Child Care Assistance Notice of Decision - Service Authorization for families	Private	Minn. Stat. 13.46, subd.2
DHS-6217B	Child Care Assistance Notice of Decision - Service Authorization for providers	Private	Minn. Stat. 13.46, subd.2
DHS-6413G	Minnesota CCAP Copayment Schedules (Effective October 8, 2018)	Public	
DHS-6419	What are the training requirements for legal non-licensed providers?	Public	
DHS-6441B	Minnesota CCAP Standard Maximum Rates - No Quality Differential (Effective February 3, 2014)	Public	
DHS-6442B	Minnesota Child Care Assistance Program - 15 Percent Quality Differential Maximum Rates (Effective February 3, 2014)	Public	

Name/ID	Description	Classification	Citation for classification
DHS-6443	Minnesota CCAP Maximum Child Care Registration Fees (Effective November 28, 2011)	Public	
DHS-6475	CCAP Parent Request for In-Home Child Care	Private	Minn. Stat. 13.46, subd.2
DHS-6584A	Child Care Assistance Program (CCAP) Monthly Child Attendance Record	Private	Minn. Stat. 13.46, subd.2
DHS-6584B	Child Care Assistance Program (CCAP) DAILY Attendance Record	Private	Minn. Stat. 13.46, subd.2
DHS-6804	CCAP Override Monitoring Form	Private	Minn. Stat. 13.46, subd.2
DHS-6811	Child Care Provider Investigations Communication Form	Private	Minn. Stat. 13.46, subd.2
DHS-7054	MFIP/DWP Employment Services Child Care Request Form	Private	Minn. Stat. 13.46, subd.2
DHS-7056	Information for Child Care Providers: How Early Learning Scholarships Work with the Child Care assistance Program	Public	
DHS-7195	Licensed Family Child Care Registration and Acknowledgement	Private	Minn. Stat. 13.46, subd.2
DHS-7196 CCAP Provider Registration Change Form	Child Care Assistance Program form used by providers to report changes to their provider registration to agencies.	Private	Minn. Stat. 13.46, subd. 2
DHS-7197	Corrective Action Form - CCAP Case Review	Private	Minn. Stat. 13.46, subd.2
DHS-7414	Keeping Kids Safe: Child Care Provider Emergency Planning Guide	Public	
DHS-7414A	Child Care Emergency Plan	Public	
DHS-7414B	Legal Non-licensed (LNL) Child Care Emergency Plan	Public	
DHS-7583	Minnesota Child Care Assistance Programs Death, Serious Injury, Maltreatment Report Form	Private	Minn. Stat. 13.46, subd.2

Name/ID	Description	Classification	Citation for classification
DHS-7601A	Changes in Minnesota law affecting families receiving assistance from the Child Care Assistance Program	Public	
DHS-7601B	Changes in Minnesota law affecting providers who serve families receiving assistance from the Child Care Assistance Program	Public	
DHS-7680	Child Care Assistance Program (CCAP) Primary and Secondary Provider Report Form	Private	Minn. Stat. 13.46, subd.2
DHS-7867	Child Care Assistance Program Legal Non-licensed Provider Monitoring Checklist	Private	Minn. Stat. 13.46, subd.2
DHS-7867A	Child Care Assistance Program - Monitoring Visit Summary	Private	Minn. Stat. 13.46, subd.2

Administration: Children and Family Services (CFS)

Reporting Unit: Child Development Services

Name/Title of Contact: Swenson-Klatt, Deb

Name/ID	Description	Classification	Citation for classification
Develop Database: Individual Account Data	Personal Information (Name, DOB, Language, Email, Address, Education, Hourly Wages, Etc.) on Early Childhood Workforce members taking classes/courses for Professional Development	Private	Minn. Stat. 13.46, Subd.12; Minn. Stat. 13.47, Subd. 2; 13.47
Develop Database & Achieve MN (contractor)	Individual Early Childhood Workforce Data stored (both paper copies at the agency including Higher Education Records used to determine their education classification (called lattice level)	Private	Minn. Stat. 13.46, Subd. 12; Minn. Stat. 13.47, Subd. 2
Develop Database: Organizational Accounts; Classroom Data fields	Organizational Accounts (Programs) list the capacity of children enrolled with the number identified as "High Risk", which in some cases is 100%.	Not Public	Minn. Stat. 13.46, Subd. 2a; Subd. 12
Develop Database: Parent Aware Quality Documentation Portfolio	Items showcasing programs are meeting Parent Aware quality requirements including child level data. Directions are given to redact child's identifying information,	Private	Minn. Stat. 13.46, Subd. 2a; Subd. 12
Database User Login information and Email Subscription list	Individual or Program User Names and Passwords for Organizations and Individual Accounts in the Develop Database and NACCRAWare Database including email address.	Private (Individual); Non-Public (Programs)	Minn. Stat. 13.05, Subd. 5; Minn. Stat. 13.356
CDA or other Credential Track Application	Individual level data: Personal information (Name, DOB, address, phone, workplace, education records etc.) on Early Childhood Workforce members taking training classes or attending college to increase lattice level or licensing requirements.	Private	Minn. Stat. 13.46, Subd. 12; 13.47, Subd. 2; 13.02, Sub.5

Name/ID	Description	Classification	Citation for classification
Parent Aware Quality Improvement or Building Quality Grant Applications	Child Care Programs (both family and center based) including (educational records on program staff) applying for funding to improve quality of their Early Childhood Program.	Private (individual education records)	Minn. Stat. 13.46, Subd. 12; 13.47 Subd. 2;
R.E.E.T.A.I.N. Grant Applications	Personal information (Name, DOB, address, phone, email, financials including tax information, educational records or data on self/others) for Early Childhood Workforce members applying for financial Support to keep them in the Early Childhood workforce.	Private	Minn. Stat. 13.46, Subd. 12; 13.47, Subd. 2; 13.0 Minn. Stat. 5 Subd.5
T.E.A.C.H (Teacher Education and Compensation Helps) Early Childhood Minnesota Scholarship Program Application	Personal information (Name, DOB, address, phone, email, financials including tax information, education records) on Early Childhood Workforce Members applying for funding to attend college increasing educational achievement.	Private	Minn. Stat. 13.46, Subd. 12; Minn. Stat. 13.47, Subd. 2
First Children's Finance (Contractor)	Reviews and advises on business practices of child care programs- including financial documents on running their business.	Not-public	Minn. Stat. 13.46 Subd. 4 (b)(1)(i)
Child Care Resource and Referral Data	Data is tracked on requests for referrals (name, age of child, area)	Private	Minn. Stat. 13.46, Subd. 12; Minn. Stat. 13.47, Subd. 2 Minn. Stat. 13.05 Subd.5

Administration: Children and Family Services (CFS)

Reporting Unit: Child Safety and Permanency

Name/Title of Contact: Sorenson, Jamie

Name/ID	Description	Classification	Citation for classification
DHS-0178	Report of Adoptive Placement or Petition ENG	Confidential	Minn. Stat. 259.27, 31, 37, 41, 43, & 79
DHS-0188	Post-placement Assessment and Report to Court ENG	Confidential	Minn. Stat. 260C.625(a)(6), and 259.53, subd.2
DHS-0312	Adoption Placement Agreement ENG	Confidential	Minn. Stat. 260C.613, subd.1(a)
DHS-0313	Report of Termination of Pre-Adoptive Placement ENG	Confidential	Minn. Stat. 260C.613, subd 1 (d), Minn. Stat. 257.01
DHS-0329	Information for Attorney to File Adoption Petition ENG	Confidential	Minn. Stat. 259.27, 31, 37, 41, 43, & 79
DHS-0968	Adoption Applicant Registration / State Adoption Exchange Form ENG	Confidential	Minn. Stat. 259.27, 31, 37, 41, 43, & 79
DHS-1542D	Interstate Compact on the Placement of Children Financial and Medical Plan ENG	Confidential	Minn. Stat. 260.851
DHS-1776	Voluntary Out-of-Home Placement Agreement, non-Indian Children ENG	Confidential	Minn. Stat. 259.27, 31, 37, 41, 43, & 79
DHS-1834	Consent of parents or guardians of minor children to the placement of	Confidential	Minn. Stat. 259.27, 31, 37, 41, 43, & 79
DHS-1956	Consent of Child over 14 ENG	Confidential	Minn. Stat. 260C.629, subd. 1(b), 259.24, subd. 3
DHS-1957	Consent of Parent to Adoption/Waiver of Notice of Hearing - Before Agency ENG	Confidential	Minn. Stat. 259.27, 31, 37, 41, 43, & 79
DHS-2002	Agreement Conferring Authority to Place for Adoption ENG	Confidential	Minn. Stat. 259.27, 31, 37, 41, 43, & 79
DHS-3197	Consent of Parent-Guardian of Minor of Parent to Adoption- Before Agency ENG, SPA	Confidential	Minn. Stat. 259.27, 31, 37, 41, 43, & 79

Name/ID	Description	Classification	Citation for classification
DHS-3198	Consent of Parent to Adoption/Waiver of Notice of Hearing - Judicial Officer ENG, SPA	Confidential	Minn. Stat. 259.27, 31, 37, 41, 43, & 79
DHS-3199	Consent of Parent-Guardian of Minor of Parent to Adoption- Judicial Officer ENG, SPA	Confidential	Minn. Stat. 259.27, 31, 37, 41, 43, & 79
DHS-3205	Birth Parent Social and Medical History ENG	Confidential	Minn. Stat. 259.27, 43,
DHS-3235	Background and Health History - All Children in Out-of-Home Care ENG	Confidential	Minn. Stat. 259.27, 43,
DHS-3374	Voluntary Out-of-Home Placement Agreement Consent - Indian Child ENG	Confidential	Minn. Stat. 259.27, 31, 37, 41, 43, & 79
DHS-3380	Child's Birth History ENG	Confidential	Minn. Stat. 259.27, 31, 37, 41, 43, & 79
DHS-3382	Outline for Health and Social History Narrative ENG	Confidential	Minn. Stat. 259.27, 31, 37, 41, 43, & 79
DHS-3384	Hospital Discharge Report ENG	Confidential	Minn. Stat. 259.27, 31, 37, 41, 43, & 79
DHS-3502	"Consent to Adoption ENG Consent to Adoption SPA"	Confidential	Minn. Stat. 260C.515, subd. 3
DHS-4266	Interstate Compact on the Placement of Children Request ENG (100A)	Confidential	Minn. Stat. 259.27, 31, 37, 41, 43, & 79
DHS-4267	Interstate Compact on the Placement of Children Report on Child's Placement ENG (100b)	Confidential	Minn. Stat. 259.27, 31, 37, 41, 43, & 79
DHS-4268	Priority Home study Request (101)ENG	Confidential	Minn. Stat. 260.851
DHS-4269	Priority Home study Template ENG	Confidential	Minn. Stat. 260.851
DHS-4426	Nonrecurring Adoption Expense Reimbursement Program ENG	Confidential	Minn. Stat. 259.73
DHS-4426A	Nonrecurring Adoption Expense Reimbursement Program-Certification ENG	Confidential	Minn. Stat. 259.73
DHS-4426B	Nonrecurring Adoption Expense Reimbursement Program- Agreement ENG	Confidential	Minn. Stat. 259.73

Name/ID	Description	Classification	Citation for classification
DHS-4524	Relative-Kinship Search and Placement Considerations	Confidential	Minn. Stat. 259.27, 31, 37, 41, 43, & 79
DHS-5104	Title IV-E Six Month Continuing Reimbursement Checklist	Confidential	Minn. Stat. 259.27, 31, 37, 41, 43, & 79
DHS-2140	Application for Social Services ENG	Private	Minn. Stat. 13.46, subd. 2
DHS-3377	Social Services Authorization for the Release of Information ENG, HMINNESOTA, SOM, SPA, VIE	Private	Minn. Stat. 13.46, subd. 2
DHS-3478	Instructions for Completing the Title IV- E Foster Care Supplement to the Healthcare Programs	Private	Minn. Stat. 13.46, subd. 2
DHS-4220	Individual Interagency Intervention Plan (IIIP) For Children and Youth ENG	Private	Minn. Stat. 13.46, subd. 2
DHS-4220A	Individual Interagency Intervention Plan (IIIP): Additional Information Required ENG	Private	Minn. Stat. 13.46, subd. 2
DHS-4220B	Individual Interagency Intervention Plan (IIIP) Additional Information Required ENG	Private	Minn. Stat. 13.46, subd. 2
DHS-4220C	Individual Interagency Intervention Plan (IIIP) Periodic Review Required ENG	Private	Minn. Stat. 13.46, subd. 2
DHS-4220D	Individual Interagency Intervention Plan (IIIP): High Standards Req. ENG	Private	Minn. Stat. 13.46, subd. 2
DHS-4220E	Individual Interagency Intervention Plan (IIIP): Signatures Req. for ISP ENG	Private	Minn. Stat. 13.46, subd. 2
DHS-4220F	Individual Interagency Intervention Plan (IIIP): Signatures (if required) ENG	Private	Minn. Stat. 13.46, subd. 2
DHS-4220G	Individual Interagency Intervention Plan (IIIP): Signatures Required ENG	Private	Minn. Stat. 13.46, subd. 2
DHS-4369	Notice of Social Services Action ENG	Private	Minn. Stat. 13.46, subd. 2
DHS-4427a	Notice to Parents Considering Voluntary Placement of a Child ENG	Private	Minn. Stat. 13.46, subd. 2
DHS-4427b	Notice to Parents Considering Voluntary Placement of an Indian Child ENG	Private	Minn. Stat. 13.46, subd. 2

Name/ID	Description	Classification	Citation for classification
DHS-4428	Family Assessment - Notice of Assessment Summary: Opening Case ENG	Private	Minn. Stat. 13.46, subd. 2
DHS-4429	Family Assessment - Notice of Assessment Summary: Not Opening Case ENG	Private	Minn. Stat. 13.46, subd. 2
DHS-4430	Family Assessment - Notice of Assessment Summary: Case to Remain Open ENG	Private	Minn. Stat. 13.46, subd. 2
DHS-4431	Family Assessment - Notice of Assessment Summary: Service Declined; No ENG	Private	Minn. Stat. 13.46, subd. 2
DHS-4432	Family Assessment - Notice of Assessment Summary: Transfer to Investigation ENG	Private	Minn. Stat. 13.46, subd. 2
DHS-4433	Family Assessment - Notice of Assessment Summary: No Services; Referral ENG	Confidential	Minn. Stat. 13.02, subd.2
DHS-4434	Caretaker Relative Notice ENG	Private	Minn. Stat. 13.46, subd. 2
DHS-4435	Notice of Court Hearing to Foster Care Provider ENG	Private	Minn. Stat. 13.46, subd. 2
DHS-5103	Title IV- E Basic Eligibility Determination Checklist	Private	Minn. Stat. 13.46, subd. 2
Child Maltreatment Review Panel	Minn. Stat. 256.022, subd. 1-4. Data created as part of the child maltreatment review panel are private data on individuals, as defined in Minn. Stat. - 13.02	Private	Minn. Stat. 13.02, subd. 12
Child Mortality Review Panel SSIS- 80 Child Mortality/Near Fatality Log, Local child mortality review report and Support documentation, Summary of cases for State Child Mortality Review, Subcommittee notes, Panel meeting minutes	Child Mortality Review Panel in the exercise of its duties. Data includes police investigative data, autopsy records and coroner or medical examiner investigative data, hospital, public health, or other medical records created by social services agencies that provided services to the child or family, and personnel data related to an employee's performance in discharging child protection responsibilities. Records created by the social services agencies that provided previous services to the child and family within 3 years preceding the child's death.	Private	Minn. Stat. 256.01, subd. 12(d)

Administration: Children and Family Services (CFS)

Reporting Unit: Child Support Division

Name/Title of Contact: Fischer, Melissa

Name/ID	Description	Classification	Citation for classification
DHS-1958	Full Child Support (IV-D) Services Application and Information on Child Support Enforcement ENG, HMN, SOM, SPA	Private	Minn. Stat. 13.46, subd. 2
DHS-2338	Cooperation with Child Support Enforcement ENG, HMN, SOM, SPA	Private	Minn. Stat. 13.46, subd. 2
DHS-3159	MINNESOTA Voluntary Recognition of Parentage ENG, HMN, SOM, SPA	Private	Minn. Stat. 13.46, subd. 2
DHS-3159b	MINNESOTA Voluntary Recognition of Parentage Revocation ENG, HMN, SOM, SPA	Private	Minn. Stat. 13.46, subd. 2
DHS-3159c	MINNESOTA Voluntary Recognition of Parentage Spouse's Non-parentage Statement ENG, HMN, SOM, SPA	Private	Minn. Stat. 13.46, subd. 2
DHS-3159e	MINNESOTA Spouse's Non-Parentage Statement Revocation ENG, HMN, SOM, SPA	Private	Minn. Stat. 13.46, subd. 2
DHS-3163B	Referral to Support and Collections ENG, HMINNESOTA, SOM, SPA	Private	Minn. Stat. 13.46, subd. 2
DHS-3164	Income Withholding-Only Non-IV-D Services Application ENG, HMN, SOM, SPA	Private	Minn. Stat. 13.46, subd. 2
DHS-3627	Important Information about Your Request for a Child Support Good Cause Exemption ENG	Private	Minn. Stat. 13.46, subd. 2
DHS-3628	Notice of Denial of Child Support Good Cause Exemption ENG	Private	Minn. Stat. 13.46, subd. 2
DHS-3629	Notice of Child Support Good Cause Approval ENG	Private	Minn. Stat. 13.46, subd. 2
DHS-3630	Notice of Child Support Good Cause Redetermination ENG	Private	Minn. Stat. 13.46, subd. 2
DHS-3631	Request to End Child Support Good Cause Exemption ENG	Private	Minn. Stat. 13.46, subd. 2

Name/ID	Description	Classification	Citation for classification
DHS-3632	Request for Additional Information to Prove Your Child Support Good Cause Exemption ENG	Private	Minn. Stat. 13.46, subd. 2
DHS-3633	Notice of Approval of Redetermination of Your Child Support Good Cause Exemption ENG	Private	Minn. Stat. 13.46, subd. 2
DHS-4060	Request to Close Support Case ENG	Private	Minn. Stat. 13.46, subd. 2
DHS-5510	Authorization for Release of Child Support Information to a Third Party ENG	Private	Minn. Stat. 13.46, subd. 2
DHS-3371	Direct Deposit for Child Support ENG, HMN, SOM, SPA	Private	Minn. Stat. 13.46, subd. 2
DHS-4117	Automatic Withdrawal for Your Support Payments ENG, HMN, SOM, SPA	Private	Minn. Stat. 13.46, subd. 2
DHS-4533	Get Your Child Support Payments Faster. Safer. Easier. ENG, HMN, SOM, SPA	Private	Minn. Stat. 13.46, subd. 2
DHS-4583	Request for Exception to Direct Deposit ENG, HMN, SOM, SPA	Private	Minn. Stat. 13.46, subd. 2
DHS-4931A	Affidavit of Healthcare Expenses ENG	Private	Minn. Stat. 13.46, subd. 2
DHS-6019	Medical Modification Information Sheet ENG	Private	Minn. Stat. 13.46, subd. 2
DHS-6523	Financial Statement ENG	Private	Minn. Stat. 13.46, subd. 2
DHS-5785	Income withholding for Spousal Support ENG	Private	Minn. Stat. 13.46, subd. 2

Administration: Children and Family Services (CFS)

Reporting Unit: Economic Assistance and Employment Supports

Name/Title of Contact: Dunnell, Shannon E.

Name/ID	Description	Classification	Citation for classification
DHS-2116	Notice to Apply for Other Maintenance Benefits - Notice to clients informing them of the requirement to apply for other maintenance benefits for which they may be eligible.	Private	Minn. Stat. 13.46, subd.2
DHS-2120	Household Report Form - ENG, HMINNESOTA, RUS, SOM, SPA, VIE -V - Reporting form used by clients to report income, asset and circumstance changes usually on a scheduled basis	Private	Minn. Stat. 13.46, subd.2
DHS-2146	Authorization for Release of Employment Information	Private	Minn. Stat. 13.46, subd.2
DHS-2243	MDHS Authorization for Release of Information About Assets	Private	Minn. Stat. 13.46, subd.2
DHS-2243A	MDHS General Authorization for Release of Information	Private	Minn. Stat. 13.46, subd.2
DHS-2286	Tips Report Form - Report form for client to use to report any tips received from employment that are not listed on their paystub.	Private	Minn. Stat. 13.46, subd.2
DHS-2402	Change Report Form - ENG, HMINNESOTA, RUS, SOM, SPA, VIE Reporting form used by clients to report income, asset, and circumstance changes usually on a non-scheduled basis.	Private	Minn. Stat. 13.46, subd.2
DHS-2414	Notice of Late or Incomplete Household Report Form, Health Care Renewal Form or Combined Six-Month Report - ENG Notice to cash, Supplemental Nutrition Assistance Program and Health Care clients that their benefits are being	Private	Minn. Stat. 13.46, subd.2

Name/ID	Description	Classification	Citation for classification
	terminated because they failed to return the required report form or the form was not completed correctly. Back contains client appeal rights information.		
DHS-2919A	Verification Request Form - A; ENG, HMINNESOTA, RUS, SOM, SPA, VIE Information form sent to clients to request specific verification needed to determine eligibility for human service programs.	Private	Minn. Stat. 13.46, subd.2
DHS-2919B	Verification Request Form - B; ENG, HMINNESOTA, RUS, SOM, SPA, VIE Information form sent to clients to request specific verification needed to determine eligibility for human service programs.	Private	Minn. Stat. 13.46, subd.2
DHS-2952	MDHS Authorization for Release of Information About Residence and Shelter Expenses Authorization form allowing release of residence and shelter expense information required for the determination of eligibility for human service programs.	Private	Minn. Stat. 13.46, subd.2
DHS-2992	Authorization to Share Information - Consent form allowing MDHS to share private information with specified people organizations.	Private	Minn. Stat. 13.46, subd.2
DHS-3195	Inter-Agency Case Transfer Form -Agency form used by county staff when transferring cases between counties to summarize the current status of the case.	Private	Minn. Stat. 13.46, subd.2
DHS-3335A	Fraud Prevention Investigation Referral - County form used to refer cases for fraud investigation and exchange information on cases involved in a fraud investigation.	Confidential	Minn. Stat. 13.46, subd.2
DHS-3335B	Summary of Investigative Findings -Agency form used by fraud investigator to summarize findings of the investigation.	Confidential	Minn. Stat. 13.46, subd.2
DHS-3336	Self-Employment Report Form	Private	Minn. Stat. 13.46, subd.2

Name/ID	Description	Classification	Citation for classification
DHS-3385	Permission to Search - Fraud Prevention Investigation -Consent form giving fraud investigators permission to search client's residence and property and remove materials related to the fraud investigation.	Private	Minn. Stat. 13.46, subd.2
DHS-3436	Request for Investigative Subpoena - County request form for a subpoena to get information from third parties.	Confidential	Minn. Stat. 13.46, subd.2
DHS-5223	Combined Application Form (CAF) - ENG, HMINNESOTA, RUS, SOM, SPA, VIE - The Combined Application Form is used to gather the information needed to determine eligibility for all Minnesota Department of Human Services cash programs and SNAP (food assistance). This form is also used for the recertification of cash and SNAP programs.	Private	Minn. Stat. 13.46, subd.2
DHS-5223C	Combined Application - Addendum; ENG, HMINNESOTA, RUS, SOM, SPA, VIE - This form is used to apply for the Minnesota Child Care Assistance Programs (CCAP) if you are applying for cash assistance or the Supplemental Nutrition Assistance Program (SNAP) and have completed a Combined Application Form (DHS-5223).	Private	Minn. Stat. 13.46, subd.2
DHS-5006J	2017 Earned Income Pay Period/Date Tracking Form - Form used to track the pay periods/pay dates of clients with earned income.	Private	Minn. Stat. 13.46, subd.2
DHS-1795	SSI Interim Assistance Authorization -This is an agreement the client signs promising to repay funds received from state or county funded programs while their SSI application is being processed.	Private	Minn. Stat. 13.46, subd.2
DHS-1795A	SSI Interim Assistance Agreement - This is an agreement the client signs promising to repay funds received from state or county funded programs while their application is	Private	Minn. Stat. 13.46, subd.2

Name/ID	Description	Classification	Citation for classification
	being processed for other specified benefit programs (non-SSI).		
DHS-2114	MDHS Request for Medical Opinion - Medical consent form allowing release of medical information required for the determination of eligibility for human service programs.	Private	Minn. Stat. 13.46, subd.2
DHS-2708	Community Minnesota Supplemental Aid Budget Worksheet -Worksheet financial worker sends to client that shows how clients MSA grant was calculated. Back contains client appeal rights information.	Private	Minn. Stat. 13.46, subd.2
DHS-3312	MDHS Authorization for Release of Information from SSA -Consent form allowing the Social Security Administration to release specified information to the listed human service agencies.	Private	Minn. Stat. 13.46, subd.2
DHS-4571	Interim Assistance Repayment Request - Form used by county agencies to request client repayment of interim assistance issued pending determination of eligibility for other benefits	Private	Minn. Stat. 13.46, subd.2
DHS-3165R	Refugee Cash Assistance Status Update Form - Agency form used by RCA, ES and Child Care staff to exchange case status information. This is a fillable form.	Private	Minn. Stat. 13.46, subd.2
DHS-3166R	Refugee Cash Assistance - Employment Services Referral - Agency form used to refer RCA clients to ES providers for employment services.	Private	Minn. Stat. 13.46, subd.2
DHS-3175R	RCA Notice of Intent to Sanction (Refugee) -Notice to client that they have not fulfilled certain requirements of RCA Employment Services and as a result their RCA benefits may be sanctioned. The notice also tells the client how to prevent a sanction.	Private	Minn. Stat. 13.46, subd.2

Name/ID	Description	Classification	Citation for classification
DHS-2646	Financial Aid Information Form	Private	Minn. Stat. 13.46, subd. 2
DHS-2776A	Computation of Supplemental Nutrition Assistance Program Overpayment Worksheet	Private	Minn. Stat. 13.46, subd. 2
DHS-3165A	Supplemental Nutrition Assistance Program Employment and Training (SNAP E&T) Status Update Form	Private	Minn. Stat. 13.46, subd. 2
DHS-5576B	Combined Six-Month Report Cover Letter	Private	Minn. Stat. 13.46, subd.2
DHS-5675	Electronic Claims Payment Affidavit	Private	Minn. Stat. 13.46, subd.2
DHS-5790	Client Disaster Supplemental Nutrition Assistance	Public	
DHS-6020	Program (D-SNAP) Application - Minnesota"	Private	Minn. Stat. 13.46, subd.2
DHS-2741	MFIP Repayment Agreement	Private	Minn. Stat. 13.46, subd. 2
DHS-2776	Computation of MFIP Overpayment Worksheet	Private	Minn. Stat. 13.46, subd. 2
DHS-2776B	Computation of Work Benefits Overpayment Worksheet	Private	Minn. Stat. 13.46, subd. 2
DHS-2776C	Computation of DWP Overpayment Worksheet	Private	Minn. Stat. 13.46, subd. 2
DHS-2808	Gift or Loan Statement	Private	Minn. Stat. 13.46 subd. 2
DHS-2882	Referral of Minor Parent to Social Services	Private	Minn. Stat. 13.46, subd. 2

Name/ID	Description	Classification	Citation for classification
DHS-2883	Request for Verification of School Attendance/Progress	Private	Minn. Stat. 13.46, subd. 2
DHS-2984	Request for Voluntary Vendor Payment	Private	Minn. Stat. 13.46, subd. 2
DHS-3048	Tribal Reservation Membership	Private	Minn. Stat. 13.46, subd. 2
DHS-3133	Denial of Request for Administrative Disqualification Hearing	Private	Minn. Stat. 13.46, subd. 2
DHS-3134	Notice of Disqualification for Intentional Program Violation	Private	Minn. Stat. 13.46, subd. 2
DHS-3165	Status Update Form	Private	Minn. Stat. 13.46, subd. 2
DHS-3166	MFIP Employment Services Referral	Private	Minn. Stat. 13.46, subd. 2
DHS-3323	Domestic Abuse Referral Sheet ENG, HMINNESOTA, RUS, SOM , SPA, VIE	Private	Minn. Stat. 13.46, subd. 2
DHS-3337	MFIP Self-Employment Income Worksheet	Private	Minn. Stat. 13.46, subd. 2
DHS-3365	Mandatory Vendor form	Private	Minn. Stat. 13.46, subd. 2
DHS-3482	MFIP Self-screen Arabic, ENG, HMINNESOTA, RUS, SOM, SPA, VIE, Khmer, Lao, ORO, Serbo, ARA	Private	Minn. Stat. 13.46, subd. 2
DHS-3482A	MFIP Self-screen Scoring Form	Private	Minn. Stat. 13.46, subd. 2
DHS-3483	Job Counselor Observation Checklist	Private	Minn. Stat. 13.46, subd. 2

Name/ID	Description	Classification	Citation for classification
DHS-4026	DWP/ MFIP Screening Questions	Private	Minn. Stat. 13.46, subd. 2
DHS-4093	Authorization for Release of Information- Employment Services	Private	Minn. Stat. 13.46, subd. 2
DHS-4161	DWP Referral to Employment Services	Private	Minn. Stat. 13.46, subd. 2
DHS-4193	Employment Services Provider Authorization and Notification	Private	Minn. Stat. 13.46, subd. 2
DHS-4209	MFIP/DWP Employment Plan- Core form	Private	Minn. Stat. 13.46, subd. 2
DHS-4209A	MFIP/DWP Employment Plan- Employment	Private	Minn. Stat. 13.46, subd. 2
DHS-4209B	MFIP/DWP Employment Plan- Job Search Requirements	Private	Minn. Stat. 13.46, subd. 2
DHS-4209C	MFIP/DWP Employment Plan- Unpaid Work Activities	Private	Minn. Stat. 13.46, subd. 2
DHS-4209D	MFIP/DWP Employment Plan- Education	Private	Minn. Stat. 13.46, subd. 2
DHS-4209E	MFIP/DWP Employment Plan- Family Safety	Private	Minn. Stat. 13.46, subd. 2
DHS-4209H	MFIP/DWP Employment Plan- Child Care or Transportation	Private	Minn. Stat. 13.46, subd. 2
DHS-4209I	MFIP/DWP Employment Plan- Health	Private	Minn. Stat. 13.46, subd. 2
DHS-4209J	MFIP/DWP Employment Plan- Housing	Private	Minn. Stat. 13.46, subd. 2

Name/ID	Description	Classification	Citation for classification
DHS-4209K	MFIP/DWP Employment Plan- Personal/Family Activity	Private	Minn. Stat. 13.46, subd. 2
DHS-4209L	MFIP/DWP Employment Plan- Legal Issues	Private	Minn. Stat. 13.46, subd. 2
DHS-4209M	MFIP/DWP Employment Plan- County/State Social Services	Private	Minn. Stat. 13.46, subd. 2
DHS-4316	Assessor/Treatment Provider Report	Private	Minn. Stat. 13.46, subd.2
DHS-4436	Computation of DWP Overpayment Worksheet	Private	Minn. Stat. 13.46, subd.2
DHS-4897	Work Verification Log	Private	Minn. Stat. 13.46, subd.2
DHS-5223D	Combined Application – Child Care Addendum ENG, HMINNESOTA, RUS, SOM, SPA, VIE	Private	Minn. Stat. 13.46, subd. 2
DHS-5223E	Minnesota Transition Application Form ENG, HMINNESOTA, RUS, SOM, SPA, VIE	Private	Minn. Stat. 13.46, subd. 2
DHS-5223S	Combined Application Form - HH Member Supplement	Private	Minn. Stat. 13.46, subd. 2
DHS-5576A	Combined Six-Month Report - Supplement for Cash Programs	Private	Minn. Stat. 13.46, subd. 2
DHS-5784	MFIP/DWP Employment Services Weekly Job Search Activity Log	Private	Minn. Stat. 13.46, subd. 2
DHS-6053	Vendor Direct Deposit Form	Private	Minn. Stat. 13.46, subd. 2
DHS-6200	DWP/MFIP Self Employment Business Plan	Private	Minn. Stat. 13.46, subd. 2

Name/ID	Description	Classification	Citation for classification
DHS-6351	Verification of Subsidized Housing Application	Private	Minn. Stat. 13.46, subd. 2
DHS-6350	Rent Subsidy Verification Request Form	Private	Minn. Stat. 13.46, subd. 2
DHS-3132	Request for Administrative Disqualification Hearing	Private	Minn. Stat. 13.46, subd.2
DHS-3386	Authorization for Release of Information - Fraud	Private	Minn. Stat. 13.46, subd.2
DHS-3429	Disqualification Consent Agreement	Private	Minn. Stat. 13.46, subd.2
DHS-5223C	Addendum to the Combined Application form to add people to MFIP, SNAP or GA cases after initial application.	Private	Minn. Stat. 13.46 Subd2

Administration: Children and Family Services (CFS)

Reporting Unit: Resettlement Programs Office

Name/Title of Contact: Dunnell, Shannon E.

Name/ID	Description	Classification	Citation for classification
RPO Case management - New participant details screen	A data entry screen for contract providers enter name, DOB, A# address for clients they are enrolling in services.	Private	Minn. Stat. 13.46, subd. 2
RPO Case Management - RPO Program enrollment screen	A data entry screen used by contract vendors to record activity and outcome information for enrolled participants in activities and program outcomes.	Private	Minn. Stat. 13.46, subd. 2

Administration: Community Supports

Reporting Unit: Alcohol and Drug Abuse Division

Name/Title of Contact: Millikin, Dan

Name/ID	Description	Classification	Citation for classification
DHS-2780	Consolidated Chemical Dependency Treatment Fund placement authorization form.	Private	Minn. Stat. 13.46, subd. 2, 42 CFR 2.12, 42 CFR 2.13, Minn. Stat. 254A.09
Consolidated Chemical Dependency Treatment Fund files 3117, 3118, 3005, 2794.	Data relating to the placement treatment services, payment amount, and client fees for persons who receive chemical dependency treatment services which are paid for by the Consolidated Chemical Dependency Treatment Fund.	Private	Minn. Stat. 13.46, subd. 2, 42 CFR 2.12, 42 CFR 2.13, Minn. Stat. 254A.09

Administration: Community Supports

Reporting Unit: Deaf and Hard of Hearing Division

Name/Title of Contact: Millikin, Daniel P.

Name/ID	Description	Classification	Citation for classification
Deaf and Hard of Hearing Services Consumer Intake Form - no form number	Client face sheet containing basic identifying data, information about hearing loss, communication needs and additional disabilities.	Private	Minn. Stat. 13.46, subd. 2
Application for Telephone Equipment Distribution Programs - DHS-4005-ENG 9-17	Application to loan out specialized telephone equipment to deaf, hard of hearing, speech impaired and physically disabled persons. Includes Certification of Disability Form and Loan Contract https://edocs.dhs.state.Minnesota.us/lfserver/Public/DHS-4005-ENG	Private	Minn. Stat. 13.46, subd. 2
Phone Log - no form number	Identifies client name, hearing status, preferred communication method and basic client notes	Private	Minn. Stat. 13.46, subd. 2
Tennessee Warning Data Privacy Rights - no form number	Statement of the client's data privacy rights Notice of Privacy Practice Practices.	Private	Minn. Stat. 13.46, subd. 2
Notice of Ineligibility - no form number	Letter stating that a client is ineligible for our services now and the reason why.	Private	Minn. Stat. 13.46, subd. 2
Residential Care Facility Verification - no form number	Form sent to managers of residential care facilities to verify residency, phone service, and income.	Private	Minn. Stat. 13.46, subd. 2
Telephone Service verification -	Form to be filled out if telephone bill is under a name other than the applicant.	Private	Minn. Stat. 13.46, subd. 2

Name/ID	Description	Classification	Citation for classification
no form number			
Special Needs Request - no form number	Form used for by TED staff to request special equipment for a client not part of the standard equipment inventory.	Private	Minn. Stat. 13.46, subd. 2
Notice of Potential Discontinuation of Service - form number	Form given to a client who has damaged or abused the equipment that the TED Program loaned them. The letter explains the potential of discontinuing services to the client if it occurs again.	Private	Minn. Stat. 13.46 subd. 2
Manager's file review - no form number	A form where a manager reviews a TED staff person's client files.	Private	Minn. Stat. 13.46, subd. 2
Permission to Share information - no form number	A client gives a staff person permission to share information about consumers or permission to obtain specific identified information from a service provider, family member, etc.	Private	Minn. Stat. 13.46, subd. 2
Notice of Appeal - No form number	A letter that state the appeal a client makes on a decision the TED Program made to terminating services.	Private	Minn. Stat. 13.46, subd. 2
Notice of Eligibility - no form number	A letter a client receives with the equipment stating that the client was approved and eligible to receive the equipment.	Private	Minn. Stat. 13.46, subd. 2
Notice of Discontinuation - no form number	Form given to a client who has repeatedly damaged or abused the equipment that the TED Program loaned to them. The letter explains that they no longer qualify for TED Program services.	Private	Minn. Stat. 13.46, subd. 2
Wireless Telephone Service Verification - no form number	Form to be filled out if applicant enrolls in wireless telephone service through Great Call.	Private	Minn. Stat. 13.46, subd. 2
TED Liability Form - no form number	Form for clients to sign when TED specialist comes into house to provide one-on-one training and/or installation assistance.	Private	Minn. Stat. 13.46, subd. 2

Name/ID	Description	Classification	Citation for classification
Pre-paid cell phone verification - no form number	Form to be filled out if applicant paid/pays for pre-paid minutes on his/her wireless phone.	Private	Minn. Stat. 13.46, subd. 2
Telephone Line Conversion - no form number	Form used when TED specialist installs a modular telephone jack in client's home.	Private	Minn. Stat. 13.46, subd. 2
DHHS Case Notes - no form number	Used to document case notes when meeting with consumers who have a file.	Private	Minn. Stat. 13.46, subd. 2
Referral Form - no form number	Form for mental health specialists and DHHS specialists to refer clients to each other.	Private	Minn. Stat. 13.46, subd. 2
Consent for the Release of Private Information - no form number	Form giving consent to release private information about client for the purpose of promoting the public's understanding of the department's programs and services.	Private	Minn. Stat., 13.46, subd. 2
Consent for the Release of Information for Public Information Purposes – no form number	Form giving consent to release private information about client for the purpose of promoting the public's understanding of the department's programs and services.	Private	Minn. Stat. 13.46, subd. 2
Referral for VP Calls/Emails - no form number	Used to collect basic information about client calling such as name, city, contact number along with notes related to reason for calling.	Private	Minn. Stat. 13.46, subd. 2
All Employee Information - no form number	Internal spreadsheet of all division employees along with contact numbers, emails and PW's.	Private	Minn. Stat. 13.46, subd. 2

Name/ID	Description	Classification	Citation for classification
Consumer Quarterly Stats Log – no form number	Spreadsheet with clients' names used for quarterly reports.	Private	Minn. Stat. 13.46., subd. 2
Case Management Quarterly Stats Log - no form number	Spreadsheet used to record clients' names and agency contacts for quarterly reporting.	Private	Minn. Stat. 13.46, subd. 2
Consent to Participate in Telehealth Delivery System - no form number	Form clients complete to consent to participate in telemental health delivery system.	Private	Minn. Stat. 13.46, subd. 7
Progress Note - no form number	Mental health specialists use for progress notes regarding counseling sessions.	Private	Minn. Stat. 13.46, subd. 7
Progress Note Cancel-No Show - no form number	Form mental health specialists use when client either cancels or doesn't show up for scheduled appointment.	Private	Minn. Stat. 13.46, subd. 7
Guardian Contact Information Form - no form number	Form with contact information for mental health client's guardian.	Private	Minn. Stat. 13.46, subd. 7
HIPAA (PHI) Request Restriction Form - no form number	Clients complete form requesting that specific health information not be released or disclosed.	Private	Minn. Stat. 13.46, subd. 7
Confidentiality Info Handout - no form number	Form clients sign stating they understand the reasons why mental health specialists may have to break patient-client confidentiality.	Private	Minn. Stat. 13.46, subd. 7
Informed Consent for Treatment	Form client sign as an Agreement for Mental Health Services, stating the client understands they are going to counseling by choice, outlining when the counselor must	Private	Minn. Stat. 13.46, subd. 7

Name/ID	Description	Classification	Citation for classification
(SIMPLIFIED) - no form number	report certain behaviors, and describing instances in which the counselor can stop counseling.		
Informed Consent for Treatment - no form number	Form client sign as an Agreement for Mental Health Services, stating the client understands they are going to counseling by choice, outlining when the counselor must report certain behaviors, and describing instances in which the counselor can stop counseling.	Private	Minn. Stat. 13.46, subd. 7
Informed Consent for Couples Treatment - no form number	Form client sign as an Agreement for Mental Health Services, specifically for couples/family therapy, stating the client understands they are going to counseling by choice, outlining when the counselor must report certain behaviors, and describing instances in which the counselor can stop counseling.	Private	Minn. Stat. 13.46, subd. 7
Registration Form - no form number	Form clients fill out with contact information and emergency contact information. It also asks age, gender, disability, communication mode, ethnicity, insurance, county assistance and employment status.	Private	Minn. Stat. 13.46, subd. 7
Receipt of Notice of Privacy Practice - no form number	Form clients sign stating they have received a copy of Deaf and Hard-of-Hearing Services Division, Mental Health Program's (DHHSD) Terms of Service/Notice of Privacy Practices.	Private	Minn. Stat. 13.46, subd. 7
Release of Information Consent Form - no form number	Form clients complete to consent to sharing specific pieces of information for different purposes to specific people/agencies.	Private	Minn. Stat. 13.46, subd. 7
Couples Intake Form - no form number	Intake form new clients attending couples counseling complete with general contact information, emergency contact information, general background questions, family background questions and relationship questions.	Private	Minn. Stat. 13.46, subd. 7
Crisis Stabilization Plan - no form number	Form clients and mental health specialists complete to identify problems, measurable goals, strategies, medical necessity, frequency and person(s) responsible.	Private	Minn. Stat. 13.46, subd. 7

Name/ID	Description	Classification	Citation for classification
Couples Progress Notes – no form number	Form mental health specialists to complete after couples therapy sessions. It has topics discussed, behavior ratings, progress and individual contributions.	Private	Minn. Stat. 13.46, subd. 7
Couples Counseling Plan – no form number	Form mental health specialists complete regarding those in couples counseling with expectations and strengths, long-term goals, short-term goals and interventions, other interventions/service providers, and attendance agreement.	Private	Minn. Stat. 13.46, subd. 7
Couple’s Assessment Form – no form number	Form clients in couples counseling complete with general background information about them and their family and are used to assess the relationship.	Private	Minn. Stat. 13.46, subd. 7
Culturally Native American MH Assessment – no form number	Form American Indians complete for mental health specialists so they can assess new clients.	Private	Minn. Stat. 13.46, subd. 7
Individualized Treatment Plan – no form number	Form mental health specialist complete about current clients listing expectations and strengths, long-term goals, treatment. Plan review, short-term goals and interventions, diagnoses, discharge or transition plan (if appropriate) and other interventions/service providers.	Private	Minn. Stat. 13.46, subd. 7
Psychological Evaluation Referral Form – no form number	Form for mental health program clients to be referred. Has basic contact information, preferred communication modality and functional limitations of client.	Private	Minn. Stat. 13.46, subd. 7
Case Management Plan – no form number	Form mental health specialist complete about clients regarding expectations and strengths, long-term goals, case management plan review, short-term goals and interventions, other interventions/service providers and discharge or transition plans if appropriate.	Private	Minn. Stat. 13.46, subd. 7
Termination Summary – no form number	Form mental health specialist completes about client with main reason for termination, source of termination decision, treatment session dates, kinds of services rendered and treatment plan goals and outcomes.	Private	Minn. Stat. 13.46, subd. 7

Name/ID	Description	Classification	Citation for classification
Medical Referral Form	Form mental health specialists complete to referral clients for medical services. It has appointment date and time, physician name, staff observations, purpose of the visit and current pharmacy. The physician completes new orders, medication changes and recommendations.	Private	Minn. Stat. 13.46, subd. 7
Transfer Summary	Form mental health specialist completes regarding client with reason for transfer, source of transfer decision, treatment sessions, kinds of services rendered and treatment plan goals and progress.	Private	Minn. Stat. 13.46, subd. 7
Self-Help Support Group Attendance Form – no form number	Form clients sign with date, time and group name of self-help Support group.	Private	Minn. Stat. 13.46, subd. 7
Agreement for Group Therapy – no form number	Form clients participating in group therapy complete stating they understand the terms and accept the rules.	Private	Minn. Stat. 13.46, subd. 7
Group Progress Notes – no form number	Form mental health specialists complete after group therapy sessions. It has topics discussed, behavior ratings, progress and individual contributions.	Private	Minn. Stat. 13.46, subd. 7
Family Therapy Intake Form – no form number	Intake form for clients participating in family therapy. It has basic identifying data, such as name, date of birth and contact information. It requests family information, medical history, previous mental health professionals, referral information, substance abuse history, reasons for participating in therapy, military affiliation, cultural/ethnic identity, if there's any violence in the home, languages, legal history, spiritual/religious affiliation, trauma history and access to weapons.	Private	Minn. Stat. 13.46, subd. 7
Informed Consent for Family Treatment – no form number	Form client participating in family treatment sign as an Agreement for Mental Health Services, stating the client understands they are going to counseling by choice, outlining when the counselor must report certain behaviors, and describing instances in which the counselor can stop counseling.	Private	Minn. Stat. 13.46, subd. 7

Name/ID	Description	Classification	Citation for classification
Family Progress Notes – no form number	Mental health specialists use for progress notes regarding counseling sessions with clients participating in family treatment. It lists short-term goals, assessments and treatment plan.	Private	Minn. Stat. 13.46, subd. 7
Family Counseling Plan – no form number	Form mental health specialists complete regarding those in family counseling with expectations and strengths, long-terms goals, short-term goals and interventions, other interventions/service providers, and attendance agreement.	Private	Minn. Stat. 13.46, subd. 7
Short Safety Plan – no form number	Form clients fill out to help them develop a safety plan. Shortened version of Long Safety Plan.	Private	Minn. Stat. 13.46, subd. 7
Long Safety Plan - no form number	Form clients fill out to help them develop a safety plan. Longer, more in-depth version of Short Safety Plan.	Private	Minn. Stat. 13.46, subd. 7
Domestic Violence Personalized Safety Plan – no form number	Form clients complete with questions to help them create a Domestic Violence Personalized Safety Plan.	Private	Minn. Stat. 13.46, subd. 7
Personal Safety Plan – no form number	Form clients complete with their contact information and address, their emergency contact, primary physician, case manager/social worker, domestic violence advocate and shelter/ILS worker/other support person.	Private	Minn. Stat. 13.46, subd. 7
Personal Crisis Intervention Plan – no form number	Form clients complete with their contact information and address, their emergency contact, primary physician, case manager, psychiatrist and outpatient therapist/csp worker/other support person.	Private	Minn. Stat. 13.46, subd. 7
Suicide Contract – no form number	Form mental health clients complete that states what they will do if they feel suicidal.	Private	Minn. Stat. 13.46, subd. 7
Suicide Assessment – no form number	Form mental health specialists complete regarding a client. It has several yes or no questions to help the specialist assess their risk of suicide.	Private	Minn. Stat. 13.46, subd. 7

Name/ID	Description	Classification	Citation for classification
Suicide Status Form – no form number	Form mental health clients complete if they are currently thinking about suicide. It is intended to help gather information so treatment decisions can be made.	Private	Minn. Stat. 13.46, subd. 7
Critical Item Suicide Potential Assessment – no form number	Form mental health specialists fill out about a client to be used in assessing the risk of suicide. It has primary risk factors such as attempt and intent, as well as secondary risk factors.	Private	Minn. Stat. 13.46, subd. 7
Intake Evaluation Form – no form number	Intake form new mental health clients complete with general contact information, general background questions, cultural information, education and training, employer information, medical care and history, developmental history, family background questions, previous mental health treatment history, abuse history, chemical use history, suicide history and homicide history. The mental health specialist completes the form with mental status descriptors.	Private	Minn. Stat. 13.46, subd. 7
Certified Peer Support Specialists Services Referral Form – no form number	Form mental health specialists use to refer mental health clients to Certified Peer Support Specialist Services.	Private	Minn. Stat. 13.46, subd. 7
Northwest Hearing Aid Bank – DHS-6684-ENG 4-14	Application for Assistance through the Northwest Hearing Aid Bank. https://edocs.dhs.state.Minnesota.us/lfserver/Public/DHS-6684-ENG .	Private	Minn. Stat. 13.46, subd. 2

Name/ID	Description	Classification	Citation for classification
Change of Status RSDI, SSI and Medicare beneficiaries DHS 0948	Beneficiary information related to change in working, other earnings.	Private	Minn. Stat. 13.46, subd. 2
RSDI	Medical data	Private	Minn. Stat. 13.46, subd. 5; 13.384; Minn. Stat. 144.335, subd. 5
RSDI	Confidential medical data	Confidential	Minnesota Rules, pt. 1205.0600, subp. 2B; 42 CFR part 2
RSDI system	Computer data base, includes demographic info on clients and their families.	Private	Minn. Stat. 13.46, subd. 2

Administration: Community Supports

Reporting Unit: HIV/AIDS Unit

Name/Title of Contact: Rowles, Darin

Name/ID	Description	Classification	Citation for classification
DHS-3539	HIV/AIDS Program Application- Submitted by consumer for eligibility determination and program enrollment.	Private	Minn. Stat. 13.46, subd. 2
DHS-3539A	HIV/AIDS Six-month Client update – Used to verify any changes to client enrollment or eligibility.	Private	Minn. Stat. 13.46, subd. 2

Administration: Continuing Care for Older Adults

Reporting Unit: Aging and Adult Services

Name/Title of Contact: Benson, Kari

Name/ID	Description	Classification	Citation for classification
Long Term Services and Support Assessment and Program Information and Signature Sheet DHS- 2727	Form is used by county and tribal assessors during a face to face assessment of a person requesting long term services and Supports. The form documents that the person received required pieces of information including a notice of privacy practices and appeal rights.	Private	Minn. Stat. 13.46, subd 2
Minnesota Long Term Care Consultation Services Assessment Form DHS-3428	This form is used by lead agencies to record LTC assessments.	Private	Minn. Stat. Minn. Stat. 13.46, subd 2
Supplemental Waiver PCA Assessment and Service Plan DHS-3428D	Lead agencies use this form when assessing for PCA services for people on HCBS waivers and the Alternative Care Program.	Private	Minn. Stat. 13.46, subd 2
Minnesota Service Change Form for EW and AC Participants DHS-3428G	This form allows case managers/care coordinators to capture assessment information and update in MMIS as needed to change resources allocated to AC and EW participants without requiring complete reassessment.	Private	Minn. Stat. 13.46, subd 2
Minnesota Health Risk Assessment Form DHS-3428H	This is a companion form to DHS-3427H. Health plan care coordinators use it to record the health risk assessments that are entered into the MMIS.	Private	Minn. Stat. 13.46, subd 2
Person's Evaluation of Foster Care, Customized Living, or Adult Day Service DHS-3428Q	This form collects feedback from managed care members eligible for the Elderly Waiver program and who receive customized living, foster care, and/or adult day services.	Private	Minn. Stat. 13.46, subd 2

Name/ID	Description	Classification	Citation for classification
LTC Screening Document - AC, BI, CAC, CADI, ECS, EW, MHM, MSC+, MSHO DHS-3427	This screening document form is used by lead agencies to record LTC screenings.	Private	Minn. Stat. 13.46, subd 2
Health Risk Assessment Screening Document - MSC+, MSHO and SNBC DHS-3427H	This form is used by managed care organizations to record the health risk assessments for data entering into the MMIS.	Private	Minn. Stat. 13.46, subd 2
LTC Screening Document - Telephone Screening DHS-3427T	This screening document form is used by health plans and the Senior LinkAge Line staff to record telephone screenings.	Private	Minn. Stat. 13.46, subd 2
Community Support Plan DHS-4166	This form is used by social workers and public health nurses to create the person's community support plan	Private	Minn. Stat. 13.46, subd 2
Alternative Care Program Eligibility Worksheet for Unmarried Individuals or Married Couples when both May Choose the Alternative Care Program or a Married Person whose Spouse is an EW Recipient or is Living in a Nursing Facility DHS-2630	Form to be used by case managers to determine eligibility for the Alternative Care Program for unmarried individuals or married couples when both may choose the Alternative Care Program or a married person whose spouse is an EW recipient or is living in a Nursing Facility	Private	Minn. Stat. 13.46, subd 2
Alternative Care Program Eligibility Worksheet for a Married Person who has a Community Spouse DHS-2630A	Form to be used by case managers to determine eligibility for the Alternative Care Program for a Married Person who has a Community Spouse	Private	Minn. Stat. 13.46, subd 2

Name/ID	Description	Classification	Citation for classification
Alternative Care Program Client Disclosure Form DHS-3548	Alternative Care Program (AC) Client Disclosure Form to be filled out to determine financial eligibility for the AC Program.	Private	Minn. Stat. 13.46, subd 2
Referral for an Alternative Care Estate Claim DHS-4801	Form for AC case managers to submit when the client has died and received AC services on or after July 1, 2003	Private	Minn. Stat. 13.46, subd 2
HCBS Waiver, AC, and ECS Case Management Transfer and Communication Form DHS-6037	This form assists health plan, county, and tribal care coordinators and case managers to share information.	Private	Minn. Stat. 13.46, subd 2
Essential Community Supports Program (ECS) Financial Eligibility Worksheet for: <ul style="list-style-type: none"> • Unmarried individuals • Married couples when both are requesting ECS • Married couples – spouse served under AC, EW or in a nursing home DHS-6683	Form for case managers to use to determine financial eligibility for the Essential Community Supports Program (ECS) for unmarried persons, married persons when both are requesting ECS or when spouse is on AC, EW or in a nursing home.	Private	Minn. Stat. 13.46, subd 2
Essential Community Supports Program (ECS) Eligibility Worksheet for a Married Individual when only one spouse is requesting services DHS-6683A	Form to be used by case managers to determine eligibility for the Essential Community Supports Program (ECS) for married individuals when only one spouse is requesting services.	Private	Minn. Stat. 13.46, subd 2

Name/ID	Description	Classification	Citation for classification
Essential Community Supports (ECS) Financial Disclosure Form DHS-6826	Form to be used by case managers for disclosure of financial assets by people applying for the Essential Community Supports Program.	Private	Minn. Stat. 13.46, subd 2

Administration: Direct Care and Treatment (DCT)

Reporting Unit: Administrative Support
 Name/Title of Contact: Johnson, Sondra/Moonen, Anita

Name/ID	Description	Classification	Citation for classification
DHS-1000	Face Sheet	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1003	Information & Notice of Rights-Emergency Admission	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1005	Notice of Admission to Residential Facility	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1021	Diagnosis Record	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1025	Dental Record	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1025a	Dental Treatment/Progress Notes	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1030	Consultation Sheet	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1035	Progress Notes (with lines)	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1035A	Physician's Progress Notes (with lines)	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1035B	Progress Notes (without lines)	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1035C	Physician's progress notes (without lines)	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1045	Special Professional Services Report	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1065	Laboratory Reports	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1065A	Urinalysis	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1065E	Miscellaneous what? information	Private	Minn. Stat. 13.46 subd. 2 & 5

Name/ID	Description	Classification	Citation for classification
DHS-1070	X-Ray Record	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1066	Hematology	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1075	Consent for Medical/Surgical Procedure	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS1075A	Consent for Electroconvulsive Therapy	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1095A	ECT Checklist?	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1115	Receipt by Mortician	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1120	Authorization for Autopsy	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1130	Physician's Order Sheet	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1135	Graphic Chart	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1136	Blood Pressure Record	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1141	Medication Administration Record-31 Day.	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1145	Weight and Height Record	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1145A	Patient Immunization Record	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1150	Diabetic Treatment Record	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1155	Seizure Record	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1161	Consent for Release of Information.	Private	Minn. Stat. 13.46, subd. 2 & 5

Name/ID	Description	Classification	Citation for classification
DHS-1170	Authorization for Transfer of Committed Patients.	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1185	Change of Status Report	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1186	Treatment Report to Court	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1971	Chemistry 1	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2225	Special Review Board Petition	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2227	Special Review Board Information Sheet	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2405	Record Certification	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2571	Treatment Report to Court for Persons Committed as Mentally Ill and Dangerous/Sexual Psychopathic Personality/Sexually Dangerous Person.	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2594	Information & Notice of Rights for Committed Persons.	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2595	Information & Notice of Rights Court Hold Order.	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2596	Information & Notice of Rights Voluntary Admission.	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2596A	Request for Voluntary Admission for Minor MI or CD Person.	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2596B	Request for Voluntary Admission for Treatment of Mental Illness.	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2597	Emergency Hold Order Application.	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2597A	Emergency Hold Order (RTC Examiner)	Private	Minn. Stat. 13.46, subd. 2 & 5

Name/ID	Description	Classification	Citation for classification
DHS-2702	Request to Withhold Directory Information-Voluntary and Hold Order Admissions Only.	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2703	Authorization to release Directory Information for Person Admitted for Chemical Dependency Treatment.	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2735	Patient Request to Change to Voluntary Status	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2762	Medication History.	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2774	Petition for Authorization to Administer Treatment and Request for Hearing	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2842	Monitoring of Side-Effects Scale (MOSES) Consent for Administration of Neuroleptic Medication	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2886	Consent for Administration of Neuroleptic Medication	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2890	Dyskinesia Identification System: Condensed User Scale (DISCUS)	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2891	Tardive Dyskinesia Information Sheet	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2897	Information and Notice of Rights - Mentally Ill and Dangerous, Sexual Psychopathic Personality or Sexually Dangerous Person.	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2956	Incident Report	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-3186	Notice regarding extension of provisional discharge (for persons committed as MI, CD, or MR).	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-3187	Voluntary Return from Provisional Discharge (For Person Committed as Mentally Ill, Chemically Dependent, Mentally Challenged, Mentally Ill and Dangerous, Sexual Psychopathic	Private	Minn. Stat. 13.46, subd. 2 & 5

Name/ID	Description	Classification	Citation for classification
	Personality or Sexually Dangerous Person).		
DHS-3188	Non-emergency Notice of Intent to Revoke Provisional Discharge (For Persons Committed as Mentally Ill and Dangerous, Sexual Psychopathic Personality. or Sexually Dangerous Person).	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-3189	Notice of Emergency Revocation of Provisional Discharge (For Persons Committed as Mentally Ill and Dangerous, Sexual Psychopathic Personality, or Sexually Dangerous Person).	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-3190	Notice of Final Revocation of Provisional Discharge (For Persons Committed as Mentally Ill and Dangerous or as a Psychopathic Personality).	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-3211	Information and Notice of Rights - Rule 20 Hold Order Admission	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-3212	Traumatic Brain Injury Screen/Referral Form	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS -3256	Request for interstate transfer	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-3257	Patient/Guardian consent to transfer	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS- 3295	Request for Physician Orders	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS- 3296	General authorization for medical record research	Private	Minn. Stat. 13.46, subd. 2
DHS-3339	Neuroleptic medication authorization basis note	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-3414	Electroconvulsive Therapy (ECT) Basis Note	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-0257	Determination Order and Notice of Rate	Private	Minn. Stat. 13.46, subd. 2 & 5

Name/ID	Description	Classification	Citation for classification
DHS-0257A	Determination Order and Notice of Rate/Work for pay	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-0257B	Post Discharge Determination Order	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-0905	Report of Actions	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-948	Change of Status RSDI, SSI, Medicare Beneficiaries	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1022	Statement to Permit Payment/Authorization/Assignment	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1503	Physician Certification form	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2107	Financial Information	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2200	Status of Claim--Insurance	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2449	Determination Order and Notice of Rate	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2485	Cost of Care Pamphlet	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2587	Responsible Relative Financial Information	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2650	Consent and Disclosure of Information	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2653	Payment Agreement	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2723	Client Financial Information	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2724	Patient Determination worksheet	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2848	Request for Medical Records	Private	Minn. Stat. 13.46, subd. 2 & 5

Name/ID	Description	Classification	Citation for classification
DHS-3492	Forensic Consultation Request	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-3493	Patterned Sex Offender Assessment Informed Consent	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-3494	Competency to Proceed and/or Criminal Responsibility Evaluation	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-3494A	Competency to Proceed and/or Criminal Responsibility Requirement	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-3495	Patterned Sex Offender Assessment	Private	Minn. Stat. 13.46 subd. 2 & 5
DHS-3495A	Patterned Sex Offender Requirements	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-3496	Treat to Competency Evaluation	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-3496A	Treat to Competency Requirement	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-3542	Notice of Privacy Practices	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-3542A	Acknowledgement of Receipt of Notice of Privacy Practices	Private	Minn. Stat. 13.46 subd. 2 & 5
DHH-4177	SOS Confidentiality Agreement	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1021 Diagnosis Record (5/93)	Form used to document diagnosis.	Private	Minn. Stat. 13.46 subd. 2
DHS-1025 Dental Record (3/92)	Form used by dentist.	Private	Minn. Stat. 13.46, subd. 2
DHS-1035 Progress Notes (6/91)	Form used by staff to document notes daily.	Private	Minn. Stat. 13.46, subd. 2
DHS-1135 Graphic Chart	Form used to graph vital signs.	Private	Minn. Stat. 13.46, subd. 2
DHS-1145A Patient Immunization Record (9/93)	Form used to document immunizations, Mantoux, and other test results.	Private	Minn. Stat. 13.46, subd. 2

Name/ID	Description	Classification	Citation for classification
DHS 2886 Consent for Administration of Neuroleptic Medications	Form used to document patient consent for meds.	Private	Minn. Stat. 13.46, subd. 2
DHS-2890 Dyskinesia Identification System: Condensed User Scale (DISCUS) (4/91)	Form used to score dyskinesia symptoms.	Private	Minn. Stat. 13.46, subd. 2
DHS-3212 Traumatic Brain Injury Screening/Referral Form (3/95)	Form used to document screening for TBI.	Private	Minn. Stat. 13.46, subd. 2
DHS 3339 Neuroleptic Med Authorization	Form used for physician documentation.	Private	Minn. Stat. 13.46, subd. 2
DHS-10030 Consultation Sheet (11/94)	Form used when a consultation is requested and completed.	Private	Minn. Stat. 13.46, subd. 2
PZ-80374-07 Patient Discharge Information Instructions (1/93)	Form used for patient instructions upon discharge.	Private	Minn. Stat. 13.46, subd. 2
PZ-81026-02 Medication Administration Record (3/91)	Form used to document medications given.	Private	Minn. Stat. 13.46, subd. 2
PZ-81026-02 PRN, Omitted, Delayed or STAT Medication Record (3/91)	Form used to document medication given.	Private	Minn. Stat. 13.46, subd. 2
PZ-81038-01 CDC Provisional Discharge Post-Treatment Plans and goals (9/93)	Form used to document PD agreement.	Private	Minn. Stat. 13.46, subd. 2
PZ-81124-03 CD Program Intake Information (3/96)	Form used to document Admission/Intake information.	Private	Minn. Stat. 13.46, subd. 2
PZ-81208-04 CDC Initial Nursing Assessment (5/92)	Forms used for admission nursing assessment.	Private	Minn. Stat. 13.46, subd. 2

Name/ID	Description	Classification	Citation for classification
PZ-81216-02 Documentation of the Implementation of Seclusion/Restraint	Form used to document seclusion/restraint.	Private	Minn. Stat. 13.46, subd. 2
PZ-81302-06 CDC Social Assessment	Assessment completed by CD Social Worker.	Private	Minn. Stat. 13.46subd. 2
PZ 81392-06 Initial Treatment Plan (6/94)	Used by psychiatrist to document initial treatment plan and assessment.	Private	Minn. Stat. 13.46, subd. 2
PZ-81450-02 BPRS	Brief Psychiatric Rating Scale.	Private	Minn. Stat. 13.46subd. 2
PZ 81474-04 CDC Treatment Plan	Used to document patient's initial plan of treatment.	Private	Minn. Stat. 13.46, subd. 2
PZ-81557-01 Admission Record	Used to collect demographic info and worksheet for History and Physical.	Private	Minn. Stat. 13.46, subd. 2
PZ 81776-05 Patient Orientation Checklist	Used to verify a patient's orientation to a unit.	Private	Minn. Stat. 13.46, subd. 2
PZ-81945-01 Seclusion/Restraint Flow Sheet (3/91)	Used to document during seclusion/restraint.	Private	Minn. Stat. 13.46, subd. 2
PZ-81949-06 Spiritual Screen (1/01)	Used by chaplain to assess spiritual needs.	Private	Minn. Stat. 13.46, subd. 2
PZ 81956	Advance Directives Information Sheet	Private	Minn. Stat. 13.46, subd. 2
PZ-81971-01 Dental Assessment (6/92)	Used to document services provided by dentist.	Private	Minn. Stat. 13.46, subd. 2
PZ-81981-01 Record of Hours Slept per Night	Used to document number of hours slept per night.	Private	Minn. Stat. 13.46, subd. 2
PZ-82395-01	Internal Transfer Request	Private	Minn. Stat. 13.46subd. 2
PZ-82394-01	IMR Progress Note (Illness Management and Recovery)	Private	Minn. Stat. 13.46, subd. 2
PZ-82397-01	Emergency / Situation Map	Private	Minn. Stat. 13.46, subd. 2

Name/ID	Description	Classification	Citation for classification
PZ-82069-03 Integrated Discharge Summary (4/95)	Form used to complete discharge info by all disciplines.	Private	Minn. Stat. 13.46, subd. 2
PZ-82080 CDC Vulnerability Assessment Abuse Prevention Plan (12/94)	Form used to determine patient's vulnerability and document abuse prevention plan.	Private	Minn. Stat. 13.46, subd. 2
PZ-82100-03 CDC Team Treatment Plan Review Note (3/96)	Form used to document notes by the treating team.	Private	Minn. Stat. 13.46, subd. 2
PZ-82107-01 CDC Medication Education (3/95)	Form used to document specific medication education given to patient	Private	Minn. Stat. 13.46, subd. 2
PZ-82115-01 CDC Nursing Discharge Summary (5/95)	Form used to document discharge information.	Private	Minn. Stat. 13.46, subd. 2
PZ 82123	CSS Community Support Plan	Private	Minn. Stat. 13.46, subd. 2
PZ-82044-05	SOS Abuse Service Verification	Private	Minn. Stat. 13.46, subd. 2
PZ 82291	Service Transfer Request	Private	Minn. Stat. 13.46, subd. 2
PZ 82291-02 AMRTC Team/Service Transfer Request (8/00)	Form used to document a request to transfer patents to different units.	Private	Minn. Stat. 13.46, subd. 2
PZ 82330	Self-Assessment	Private	Minn. Stat. 13.46, subd. 2
PZ 82331	Suicide Risk Assessment	Private	Minn. Stat. 13.465
PZ 82351-01 Medication Needs Assessment (6/01)	Form completed to assess patient's medication needs.	Private	Minn. Stat. 13.46, subd. 2
PZ 82352-01 Rehabilitation Therapy Annual Assessment - (7/01)	Form used by Rehabilitation Therapy to document an annual assessment.	Private	Minn. Stat. 13.46, subd. 2

Name/ID	Description	Classification	Citation for classification
PZ 82354-01 Social Service Discharge Planning Meeting	Form completed by Social services to document discharge planning information.	Private	Minn. Stat. 13.46, subd. 2
PZ 82367-01 Visitor Log (10/02)	Form used to list visitors who have been approved and/or denied for visitation.	Private	Minn. Stat. 13.46, subd 2 & 5
Outpatient Initial Service Plan	Used by CD Outpatient Program	Private	Minn. Stat. 13.46, subd 2 & 5
PZ-82369-01 Release to Report (2/03)	Form used to authorize release of information for reporting of suspected maltreatment.	Private	Minn. Stat. 13.46, subd. 2
PZ-82372-01 Nursing Summary	Form used by nursing to document weekly nursing assessments.	Private	Minn. Stat. 13.46, subd. 2
215-5014b-3800a	Tier Level Increase Application (215-5014b-3800a)	Private	Minn. Stat. 13.46, subd. 2
215-5014d-3880b	Tier Level Request Notifications		
215-5014f-3800c	BTU Tier Level Increase Application (215-5014f-3800c)	Private	Minn. Stat. 13.46, subd. 2
PZ-82373 Treatment Plan- Initial Team Note	Treatment plan documentation.	Private	Minn. Stat. 13.46, subd. 2
PZ-82374-01 Treatment Plan-Problem List	Treatment plan documentation.	Private	Minn. Stat. 13.46, subd. 2
PZ-82375-01 Individual Treatment Plan-Medical/ Physical Care Needs	Treatment plan documentation.	Private	Minn. Stat. 13.46, subd. 2
PZ-82376-01 Individual Treatment Plan-Problem Plan	Treatment plan documentation.	Private	Minn. Stat. 13.46, subd. 2
PZ-82377-01 Treatment Plan Review	Treatment plan documentation.	Private	Minn. Stat. 13.46, subd. 2
PZ-82383 Nursing Discharge Summary	Summary documentation by nursing at the time of a patient's discharge.	Private	Minn. Stat. 13.46, subd. 2
PZ-82378-01 Master Treatment Plan Review	Treatment plan documentation.	Private	Minn. Stat. 13.46, subd. 2

Name/ID	Description	Classification	Citation for classification
PZ-82380-01 Crisis Treatment Plan	Treatment plan documentation.	Private	Minn. Stat. 13.46, subd. 2
PZ-800389-04 CDC Pass Authorization Form (4/92)	Form completed when patient requests to go on pass.	Private	Minn. Stat. 13.46, subd. 2
Admissions Search Worksheet	Used by CD program at time of admission.	Private	Minn. Stat. 13.46, subd. 2
Risks of Therapeutic Procedures	Used by CD program.	Private	Minn. Stat. 13.46, subd. 2
Physician Order Sheet	Form used to document medications given.	Private	Minn. Stat. 13.46, subd. 2
Physician Orders - Clozaril	Physicians Standing Clozaril Orders	Private	Minn. Stat. 13.46, subd. 2
Physician Orders - ECT	Physician Order Sheet - ECT Standing Orders	Private	Minn. Stat. 13.46, subd. 2
Philosophy and indication of notification regarding seclusion/restraint.	Form completed for notification if seclusion or restraint occurs during hospitalization.	Private	Minn. Stat. 13.46, subd. 2
State Operated Services Social Services Assessment	Form used by Social Services to complete assessment.	Private	Minn. Stat. 13.46, subd. 2
State Operated Services Hearing Screen	Form used for hearing screens.	Private	Minn. Stat. 13.46, subd. 2
Readiness Assessment	CSS Readiness Assessment/CSS Functional Assessment Summary	Private	Minn. Stat. 13.46, subd. 2
Aftercare Plan	CSS Aftercare Plan Checklist	Private	Minn. Stat. 13.46, subd. 2
Psychiatric Hospitalization	Inpatient Psychiatric Hospitalization Form	Private	Minn. Stat. 13.46, subd. 2
Treatment Plan	CSS Individual Treatment Plan	Private	Minn. Stat. 13.46subd. 2
Medication Record	Medication Record	Private	Minn. Stat. 13.46, subd. 2

Name/ID	Description	Classification	Citation for classification
SOS Substance Abuse Treatment Program History and Physical	History and physical used for CD program	Private	Minn. Stat. 13.46, subd. 2
210-5100cc-2155B	Consent for Substance Abuse Assessment	Private	Minn. Stat. 13.46, subd. 2
Goal Review	CSS Goal Review/Outcome Measure Form	Private	Minn. Stat. 13.46, subd. 2
Progress Note/modality note (82305)	Used by clinical staff to document group notes	Private	Minn. Stat. 13.46, subd. 2
Physician Progress Note	Used by physician for progress note documentation	Private	Minn. Stat. 13.46, subd. 2
Authorization to park a Motor Vehicle on Facility Grounds/River Oaks/Cronin 2	Completed when patient requests to park a vehicle at the facility.	Private	Minn. Stat. 13.46, subd. 2
Physician Admission Order Sheet	Completed by attending physician upon admission to program.	Private	Minn. Stat. 13.46, subd. 2
River Oaks Physician Order Sheet	Used to document physician orders.	Private	Minn. Stat. 13.46subd 2 & 5
Physician Appointment Record	Used by Residential Programs to document physician appointment information.	Private	Minn. Stat. 13.46, subd 2 & 5
Medication Report	Used by Residential Programs to document med errors.	Private	Minn. Stat. 13.46, subd 2 & 5
Medication Profile	Used by Residential Programs to document medications a patient is taking.	Private	Minn. Stat. 13.46, subd 2 & 5
Individual Transitional Plan: Face Sheet	Used by Residential Programs to document demographic, financial and Diagnostic information.	Private	Minn. Stat. 13.46, subd 2 & 5
Program Plan	Used by Residential Programs to document the plan for care.	Private	Minn. Stat. 13.46, subd 2 & 5
Crisis Plan	Used by Residential Programs to document a patient's plan when in crisis.	Private	Minn. Stat. 13.46, subd 2 & 5

Name/ID	Description	Classification	Citation for classification
Individual Abuse & Neglect Prevention Plan / Strength and Needs Assessment	Used by Residential Programs to document areas of vulnerabilities and plan to minimize risk.	Private	Minn. Stat. 13.46, subd 2 & 5
Medication Record	Used by Residential Programs to document dispensing of patient medication.	Private	Minn. Stat. 13.46, subd 2 & 5
CDC Aftercare Plan	Form used to document patient's plan of care after discharge.	Private	Minn. Stat. 13.46, subd. 2
Neuropsychology Initial Referral form	Form used to document request for neuropsychology services.	Private	Minn. Stat. 13.46, subd. 2
Pain Assessment	Form used to document patient's pain.	Private	Minn. Stat. 13.46, subd. 2
SOS Falls Screening	Form used to document an assessment for patient falls.	Private	Minn. Stat. 13.46, subd. 2
SOS Vulnerability and Risk Reduction Plan	Form used to document risk reduction for a patient.	Private	Minn. Stat. 13.46, subd. 2
SOS Nutritional Assessment	Form used by Dietician to document nutritional assessment of patient at the time of admission or when necessary.	Private	Minn. Stat. 13.46, subd. 2
SOS Patient Learning Assessment	Form used to document an assessment of patient learning.	Private	Minn. Stat. 13.46, subd. 2
Organ Procurement	Form used to document consent for contact in organ procurement process.	Private	Minn. Stat. 13.46, subd. 2
CD Outpatient Treatment Note	Form used to document patient's progress in CD treatment.	Private	Minn. Stat. 13.46, subd. 2
SOS Social Services Assessment	Form used to document social service assessment at the time of admission.	Private	Minn. Stat. 13.46, subd. 2
SOS Nursing Initial Assessment	Form used to document a nursing assessment at the time of admission.	Private	Minn. Stat. 13.46, subd. 2
SOS Rehab, Community Living Skills Evaluation	Form used to document living skills assessment & evaluation at the time of admission.	Private	Minn. Stat. 13.46, subd. 2

Name/ID	Description	Classification	Citation for classification
Imminent Suicide Risk Assessment Worksheet and Progress Note	Form used to document risk assessment for outpatient treatment.	Private	Minn. Stat. 13.46, subd. 2
Management of Acute Suicidal Behavior Worksheet & Progress Note	Form used to document suicidal behavior in outpatient.	Private	Minn. Stat. 13.46, subd. 2
DBT Coaching	Form used to document progress notes for DBT Treatment.	Private	Minn. Stat. 13.46, subd. 2
DHS-1000	Face Sheet	Private	Minn. Stat. 13.46subd 2 & 5
DHS-1003	Information & Notice of Rights-Emergency Admission	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1005	Notice of Admission to Residential Facility	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1021	Diagnosis Record	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1025	Dental Record	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1025a	Dental Treatment/Progress Notes	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1030	Consultation Sheet	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1035	Progress Notes (with lines)	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1035A	Physician's Progress Notes (with lines)	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1035B	Progress Notes (without lines)	Private	Minn. Stat. 13.46subd. 2 & 5
DHS-1035C	Physician's progress notes (without lines)	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1065	Laboratory Reports	Private	Minn. Stat. 13.46, subd. 2 & 5

Name/ID	Description	Classification	Citation for classification
DHS-1065A	Urinalysis	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1065E	Miscellaneous	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1070	X-Ray Record	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1066	Hematology	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1075	Consent for Medical/Surgical Procedure	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS1075A	Consent for Electroconvulsive Therapy	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1095A	ECT Checklist	Private	Minn. Stat. 13.46, subd. 2& 5
DHS-1115	Receipt by Mortician	Private	Minn. Stat. 13.46subd. 2 & 5
DHS-1130	Physician's Order Sheet	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1135	Graphic Chart	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1136	Blood Pressure Record	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1141	Medication Administration Record-31 Day	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1145	Weight and Height Record	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1145A	Patient Immunization Record	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1150	Diabetic Treatment Record	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1155	Seizure Record	Private	Minn. Stat. 13.46, subd. 2 & 5

Name/ID	Description	Classification	Citation for classification
DHS-1161	Consent for Release of Information	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1170	Authorization for Transfer of Committed Patients	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1185	Change of Status Report	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1186	Treatment Report to Court	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1971	Chemistry 1	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2225	Special Review Board Petition	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2227	Special Review Board Information Sheet	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2405	Record Certification	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2571	Treatment Report to Court for Persons Committed as Mentally Ill and Dangerous/Sexual Psychopathic Personality/Sexually Dangerous Person	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2594	Information & Notice of Rights for Committed Persons	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2595	Information & Notice of Rights Court Hold Order	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2596	Information & Notice of Rights Voluntary Admission	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2596A	Request for Voluntary Admission for Minor MI or CD Person	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2596B	Request for Voluntary Admission for Treatment of Mental Illness	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2597	Emergency Hold Order Application	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2597A	Emergency Hold Order (RTC Examiner)	Private	Minn. Stat. 13.46, subd. 2 & 5

Name/ID	Description	Classification	Citation for classification
DHS-2702	Request to Withhold Directory Information-Voluntary and Hold Order Admissions Only	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2703	Authorization to release Directory Information for Person Admitted for Chemical Dependency Treatment	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2735	Patient Request to Change to Voluntary Status	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2762	Medication History	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2774	Petition for Authorization to Administer Treatment and Request for Hearing	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2842	Monitoring of Side-Effects Scale (MOSES)Consent for Administration of Neuroleptic Medication	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2886	Consent for Administration of Neuroleptic Medication	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2890	Dyskinesia Identification System: Condensed User Scale (DISCUS)	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2891	Tardive Dyskinesia Information Sheet	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2897	Information and Notice of Rights - Mentally Ill and Dangerous, Sexual Psychopathic Personality or Sexually Dangerous Person.	Private	Minn. Stat. 13.46subd. 2 & 5
DHS-2956	Incident Report	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-3186	Notice regarding extension of provisional discharge (for persons committed as MI, CD, or MR).	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-3187	Voluntary Return from Provisional Discharge (For Person Committed as Mentally Ill, Chemically Dependent, Mentally Challenged, Mentally Ill and Dangerous, Sexual Psychopathic	Private	Minn. Stat. 13.46, subd. 2 & 5

Name/ID	Description	Classification	Citation for classification
	Personality or Sexually Dangerous Person).		
DHS-3188	Non-emergency Notice of Intent to Revoke Provisional Discharge (For Persons Committed as Mentally Ill and Dangerous, Sexual Psychopathic Personality. or Sexually Dangerous Person).	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-3189	Notice of Emergency Revocation of Provisional Discharge (For Persons Committed as Mentally Ill and Dangerous, Sexual Psychopathic Personality, or Sexually Dangerous Person).	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-3190	Notice of Final Revocation of Provisional Discharge (For Persons Committed as Mentally Ill and Dangerous or as a Psychopathic Personality)	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-3211	Information and Notice of Rights - Rule 20 Hold Order Admission	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-3212	Traumatic Brain Injury Screen/Referral Form	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS -3256	Request for interstate transfer	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS- 3295	Request for Physician Orders	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS- 3296	General authorization for medical record research	Private	Minn. Stat. 13.46, subd. 2
DHS-3339	Neuroleptic medication authorization basis note	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-3414	Electroconvulsive Therapy (ECT) Basis Note	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-0905	Report of Actions	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-948	Change of Status RSDI, SSI, Medicare Beneficiaries	Private	Minn. Stat. 13.46, subd. 2 & 5

Name/ID	Description	Classification	Citation for classification
DHS-1022	Statement to Permit Payment/Authorization/Assignment	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1503	Physician Certification form	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2107	Financial Information	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2449	Determination Order and Notice of Rate	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2485	Cost of Care Pamphlet	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2650	Consent and Disclosure of Information	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2723	Client Financial Information	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2848	Request for Medical Records	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-3492	Forensic Consultation Request	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-3493	Repeat Offender-Mandatory Assessment Informed Consent	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-3494	Competency to Proceed and/or Criminal Responsibility Evaluation	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-3494A	Competency to Proceed and/or Criminal Responsibility Requirement	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-3495	Repeat Offender-Mandatory Assessment	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-3495A	Repeat Offender-Mandatory Assessment Requirements	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-3496	Treat to Competency Evaluation	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-3496A	Treat to Competency Requirement	Private	Minn. Stat. 13.46, subd. 2 & 5

Name/ID	Description	Classification	Citation for classification
DHS-3542	Notice of Privacy Practices	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-3542A	Acknowledgement of Receipt of Notice of Privacy Practices	Private	Minn. Stat. 13.46, subd. 2 & 5
SOS Policy 4070	End of Confinement Review Committee-Risk Assessment Report	Private	Minn. Stat. 13.46, subd. 2 & 5
SOS Policy 4070	End of Confinement Review Committee-Information Packet Checklist	Private	Minn. Stat. 13.46, subd. 2 & 5
SOS Policy 10010	SNS Notice of Patient Transfer Conference	Private	Minn. Stat. 13.46, subd. 2 & 5
SOS Policy 10010	SNS Patient Transfer Conference and Authorization	Private	Minn. Stat. 13.46, subd. 2 & 5
SOS Policy 10020	Special Review Board Evaluation Report	Private	Minn. Stat. 13.46, subd. 2 & 5
SOS Policy 10060	Notice of Post Transfer Meeting Following Emergency Transfer to MSH	Private	Minn. Stat. 13.46, subd. 2 & 5
SOS Policy 10060	Post Transfer Meeting Summary and Authorization	Private	Minn. Stat. 13.46, subd. 2 & 5
SOS Policy 10061	CBHH	Public	
SOS Policy 10062	Weekly Case Coordinator Progress Review	Private	Minn. Stat. 13.46, subd. 2
SOS Policy 10063	Interdisciplinary Patient/ Family Education Assessment & Documentation	Private	Minn. Stat. 13.46, subd. 2
SOS Policy 10064	Consultation Form (Emergency Room/ Urgent Care)	Private	Minn. Stat. 13.46, subd. 2
SOS Policy 10065	Transitional Pass Request	Private	Minn. Stat. 13.46, subd. 2
SOS Policy 10066	Valuables/ Contraband Record	Private	Minn. Stat. 13.46, subd. 2
SOS Policy 10067	Patient Self-Assessment	Private	Minn. Stat. 13.46, subd. 2
SOS Policy 10068	Seclusion/Restraint Debriefing	Private	Minn. Stat. 13.46, subd. 2

Name/ID	Description	Classification	Citation for classification
SOS Policy 10069	Therapeutic Precautions Observation Record	Private	Minn. Stat. 13.46, subd. 2
SOS Policy 10070	Emergency Seclusion & Restraint Order	Private	Minn. Stat. 13.46, subd. 2
SOS Policy 10071	Nursing Discharge Form	Private	Minn. Stat. 13.46, subd. 2
SOS Policy 10072	Philosophy and Indication of Notification Regarding Seclusion/ Restraint	Private	Minn. Stat. 13.46, subd. 2
SOS Policy 10073	Seclusion/ Restraint Record	Private	Minn. Stat. 13.46, subd. 2
SOS Policy 10074	Seclusion/ Restraint Flowsheet	Private	Minn. Stat. 13.46, subd. 2
SOS Policy 10075	Intake Evaluation	Private	Minn. Stat. 13.46, subd. 2
SOS Policy 10076	Aftercare Plan	Private	Minn. Stat. 13.46, subd. 2
Photograph Sheet		Private	Minn. Stat. 13.46, subd. 2
DHS-1000	Face Sheet	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1003	Information & Notice of Rights-Emergency Admission	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1005	Notice of Admission to Residential Facility	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1021	Diagnosis Record	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1025	Dental Record	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1025a	Dental Treatment/Progress Notes	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1030	Consultation Sheet	Private	Minn. Stat. 13.46, subd. 2 & 5

Name/ID	Description	Classification	Citation for classification
DHS-1035	Progress Notes (with lines)	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1035A	Physician's Progress Notes (with lines)	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1035B	Progress Notes (without lines)	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1035C	Physician's progress notes (without lines)	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1045	Special Professional Services Report	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1065	Laboratory Reports	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1065A	Urinalysis	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1065E	Miscellaneous	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1070	X-Ray Record	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1066	Hematology	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1075	Consent for Medical/Surgical Procedure	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS1075A	Consent for Electroconvulsive Therapy	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1095A	ECT Checklist	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1115	Receipt by Mortician	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1120	Authorization for Autopsy	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1130	Physician's Order Sheet	Private	Minn. Stat. 13.46, subd. 2 & 5

Name/ID	Description	Classification	Citation for classification
DHS-1135	Graphic Chart	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1136	Blood Pressure Record	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1141	Medication Administration Record-31 Day	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1145	Weight and Height Record	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1145A	Patient Immunization Record	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1150	Diabetic Treatment Record	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1155	Seizure Record	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1161	Consent for Release of Information	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1170	Authorization for Transfer of Committed Patients	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1185	Change of Status Report	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1186	Treatment Report to Court	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1971	Chemistry 1	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2225	Special Review Board Petition	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2227	Special Review Board Information Sheet	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2405	Record Certification	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2571	Treatment Report to Court for Persons Committed as Mentally Ill and Dangerous/Sexual Psychopathic Personality/Sexually Dangerous Person	Private	Minn. Stat. 13.46, subd. 2 & 5

Name/ID	Description	Classification	Citation for classification
DHS-2594	Information & Notice of Rights for Committed Persons	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2595	Information & Notice of Rights Court Hold Order	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2596	Information & Notice of Rights Voluntary Admission	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2596A	Request for Voluntary Admission for Minor MI or CD Person	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2596B	Request for Voluntary Admission for Treatment of Mental Illness	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2597	Emergency Hold Order Application	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2597A	Emergency Hold Order (RTC Examiner)	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2702	Request to Withhold Directory Information-Voluntary and Hold Order Admissions Only	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2703	Authorization to release Directory Information for Person Admitted for Chemical Dependency Treatment	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2735	Patient Request to Change to Voluntary Status	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2762	Medication History	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2774	Petition for Authorization to Administer Treatment and Request for Hearing	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2842	Monitoring of Side-Effects Scale (MOSES) Consent for Administration of Neuroleptic Medication	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2886	Consent for Administration of Neuroleptic Medication	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2890	Dyskinesia Identification System: Condensed User Scale (DISCUS)	Private	Minn. Stat. 13.46, subd. 2 & 5

Name/ID	Description	Classification	Citation for classification
DHS-2891	Tardive Dyskinesia Information Sheet	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2897	Information and Notice of Rights - Mentally Ill and Dangerous, Sexual Psychopathic Personality or Sexually Dangerous Person	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2956	Incident Report	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-3186	Notice regarding extension of provisional discharge (for persons committed as MI, CD, or MR).	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-3187	Voluntary Return from Provisional Discharge (For Person Committed as Mentally Ill, Chemically Dependent, Mentally Challenged, Mentally Ill and Dangerous, Sexual Psychopathic Personality or Sexually Dangerous Person).	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-3188	Non-emergency Notice of Intent to Revoke Provisional Discharge (For Persons Committed as Mentally Ill and Dangerous, Sexual Psychopathic Personality. or Sexually Dangerous Person).	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-3189	Notice of Emergency Revocation of Provisional Discharge (For Persons Committed as Mentally Ill and Dangerous, Sexual Psychopathic Personality, or Sexually Dangerous Person).	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-3190	Notice of Final Revocation of Provisional Discharge (For Persons Committed as Mentally Ill and Dangerous or as a Psychopathic Personality	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-3211	Information and Notice of Rights - Rule 20 Hold Order Admission	Private	Minn. Stat. 13.46, subd. 2 & 5

Name/ID	Description	Classification	Citation for classification
DHS-3212	Traumatic Brain Injury Screen/Referral Form	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS -3256	Request for interstate transfer	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-3257	Patient/Guardian consent to transfer	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS- 3295	Request for Physician Orders	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS- 3296	General authorization for medical record research	Private	Minn. Stat. 13.46, subd. 2
DHS-3339	Neuroleptic medication authorization basis note	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-3414	Electroconvulsive Therapy (ECT) Basis Note	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-0257	Determination Order and Notice of Rate	Private	Minn. Stat. 13.46, subd. 2 & 5,
DHS-0257A	Determination Order and Notice of Rate/Work for pay	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-0257B	Post Discharge Determination Order	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-0905	Report of Actions	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-948	Change of Status RSDI, SSI, Medicare Beneficiaries	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1022	Statement to Permit Payment/Authorization/Assignment	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1503	Physician Certification form	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2107	Financial Information	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2200	Status of Claim--Insurance	Private	Minn. Stat. 13.46, subd. 2 & 5

Name/ID	Description	Classification	Citation for classification
DHS-2449	Determination Order and Notice of Rate	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2485	Cost of Care Pamphlet	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2587	Responsible Relative Financial Information	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2650	Consent and Disclosure of Information	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2653	Payment Agreement	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2723	Client Financial Information	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2724	Patient Determination worksheet	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-2848	Request for Medical Records	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-3492	Forensic Consultation Request	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-3493	Patterned Sex Offender Assessment Informed Consent	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-3494	Competency to Proceed and/or Criminal Responsibility Evaluation	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-3494A	Competency to Proceed and/or Criminal Responsibility Requirement	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-3495	Patterned Sex Offender Assessment	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-3495A	Patterned Sex Offender Requirements	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-3496	Treat to Competency Evaluation	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-3496A	Treat to Competency Requirement	Private	Minn. Stat. 13.46, subd. 2 & 5

Name/ID	Description	Classification	Citation for classification
DHS-3542	Notice of Privacy Practices	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-3542A	Acknowledgement of Receipt of Notice of Privacy Practices	Private	Minn. Stat. 13.46, subd. 2 & 5
DHH-4177	SOS Confidentiality Agreement	Private	Minn. Stat. 13.46, subd. 2 & 5
Clinics	Patient Identification Information	private	Minn. Stat. 13.46, subd. 2 & 5
Clinics	Health History	Private	Minn. Stat. 13.46, subd. 2 & 5
Clinics	Consent for Routine Dental Treatment/Medically Protective Devices	Private	Minn. Stat. 13.46, subd. 2 & 5
Clinics	Patient Information Release	Private	Minn. Stat. 13.46, subd. 2 & 5
Clinics	Progress Notes	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-1000	Face Sheet	Private	Minn. Stat. 13.46, subd. 2
DHS-1035	Progress Notes	Private	Minn. Stat. 13.46, subd. 2
DHS-1115	Receipt by Mortician	Private	Minn. Stat. 13.46, subd. 2
DHS-1120	Autopsy	Private	Minn. Stat. 13.46, subd. 2
DHS-1130	Physician's Order Sheet	Private	Minn. Stat. 13.46, subd. 2
DHS-1145	Weight and Height Record	Private	Minn. Stat. 13.46, subd. 2
DHA-1145A	Patient Immunization Record	Private	Minn. Stat. 13.46, subd. 2
DHS-1161	Consents or Release of Information	Private	Minn. Stat. 13.46, subd. 2

Name/ID	Description	Classification	Citation for classification
DHS-1170	Authorization for Transfer for Committed Patient	Private	Minn. Stat. 13.46, subd. 2
DHA-1185	Change of Status Report	Private	Minn. Stat. 13.46, subd. 2
DHS-1186	Treatment Report to Court - SPP/SDP	Private	Minn. Stat. 13.46, subd. 2
DHS-2596	Information and Notice of Rights-Voluntary Admission	Private	Minn. Stat. 13.46, subd. 2
DHS-2598	Notice of Data Collection (DAANES)	Private	Minn. Stat. 13.46, subd. 2
DHS-2703	Authorization to Release Directory Information	Private	Minn. Stat. 13.46, subd. 2
DHS-2762	Medication History	Private	Minn. Stat. 13.46, subd. 2
DHS-2886	Consent for Administration of Neuroleptic Medication	Private	Minn. Stat. 13.46, subd. 2
DHS-3509	History and Physical Assessment	Private	Minn. Stat. 13.46, subd. 2
DHS-3212	TBI Screen	Private	Minn. Stat. 13.46, subd. 2
DHS-3519	Vulnerability Assessment and Risk Reduction Plan	Private	Minn. Stat. 13.46, subd. 2
DHS-3524A	Addiction Assessment Part 1	Private	Minn. Stat. 13.46, subd. 2
DHS-3524B	Addiction Assessment Part 2	Private	Minn. Stat. 13.46, subd. 2
DHS-3524C	Addiction Assessment Part 3	Private	Minn. Stat. 13.46, subd. 2
DHS-3524D	Addiction Assessment Part 4	Private	Minn. Stat. 13.46, subd. 2
DHS-3542	Notice of Privacy Practices	Private	Minn. Stat. 13.46, subd. 2

Name/ID	Description	Classification	Citation for classification
DHS-3542A	Acknowledgement of Receipt of Notice of Privacy Practices	Private	Minn. Stat. 13.46, subd. 2
DHS-4696	Admission Health Screen	Private	Minn. Stat. 13.46, subd. 2
DHS-4755	Residential Initial Service Plan	Private	Minn. Stat. 13.46, subd. 2
DHS-4756	Aftercare/Transition Services Plan	Private	Minn. Stat. 13.46, subd. 2
DHS-4757	Discharge/Service Termination Summary	Private	Minn. Stat. 13.46, subd. 2
DHS-4758	Outpatient Initial Service Plan	Private	Minn. Stat. 13.46, subd. 2
DHS-XXXX	Predatory Offender Notification	Private	Minn. Stat. 243.166
DHS-LWS-601	Pre Admission Information	Private	Minn. Stat. 13.46, subd. 2
DHS-LWS-604	Individual Admission Tax Plan	Private	Minn. Stat. 13.46, subd. 2
DHS-LWS-605	HIV/Hepatitis Screening Request Form	Private	Minn. Stat. 13.46, subd. 2
DHS-LWS-606	Consent for Release of Info-VA	Private	Minn. Stat. 13.46, subd. 2
DHS-LWS-608	Client Possession Sheet	Private	Minn. Stat. 13.46, subd. 2
DHS-LWS-609	Liberalis Standing Orders	Private	Minn. Stat. 13.46, subd. 2
DHS-LWS-610	Allergies/Adverse Drug Reactions	Private	Minn. Stat. 13.46, subd. 2
DHS-LWS-612	Weekly Nursing Review	Private	Minn. Stat. 13.46, subd. 2
DHS-LWS-613	Initial Treatment Plan	Private	Minn. Stat. 13.46, subd. 2
DHS-LWS-614	Individual Treatment Plan	Private	Minn. Stat. 13.46, subd. 2

Name/ID	Description	Classification	Citation for classification
DHS-LWS-617	Laboratory Reports	Private	Minn. Stat. 13.46, subd. 2
DHS-LWS-618	Intoxication/Withdrawal Screening Checklist	Private	Minn. Stat. 13.46, subd. 2
DHS-LWS-619	Suicide Assessment Worksheet	Private	Minn. Stat. 13.46, subd. 2
DHS-LWS-620	Weekly Wrap UP	Private	Minn. Stat. 13.46, subd. 2
DHS-LWS-621	MITP Diversity Assessment Addendum	Private	Minn. Stat. 13.46, subd. 2
DHS-LWS-622	Record of Appointments	Private	Minn. Stat. 13.46, subd. 2
DHS-LWS-623	Visitors Record	Private	Minn. Stat. 13.46, subd. 2
DHS-LWS-624	Hourly Night-Time Documentation	Private	Minn. Stat. 13.46, subd. 2
DHS-LWS-626	Signature Sheet	Private	Minn. Stat. 13.46, subd. 2
DHS-LWS-627	PRN Sheet	Private	Minn. Stat. 13.46, subd. 2
DHS-LWS-628	Consent for Follow UP	Private	Minn. Stat. 13.46, subd. 2
DHS-LWS-629	Pre Admission Testing Release Form	Private	Minn. Stat. 13.46, subd. 2
DHS-LWS-632	Discharge Leave Sheet (Formerly 312)	Private	Minn. Stat. 13.46, subd. 2
DHS-LWS-634	Medication Error Report Form	Private	Minn. Stat. 13.46, subd. 2
DHS-LWS-635	Overnight Pass	Private	Minn. Stat. 13.46, subd. 2
DHS-LWS-637	Community Meeting Form	Private	Minn. Stat. 13.46, subd. 2

Name/ID	Description	Classification	Citation for classification
DHS-LWS-638	Physical Examination Update form	Private	Minn. Stat. 13.46, subd. 2
DHS-LWS-640	Medication Sheet (MAR)	Private	Minn. Stat. 13.46, subd. 2
DHS-LWS-641	Rehabilitation Problem List	Private	Minn. Stat. 13.46, subd. 2
DHS-LWS-642	NRT Consent	Private	Minn. Stat. 13.46, subd. 2
DHS-LWS-643	Tobacco Policy Form	Private	Minn. Stat. 13.46, subd. 2
DHS-LWS-645	Treatment Plan Review	Private	Minn. Stat. 13.46, subd. 2
DHS-LWS-646	CD Consent for Treatment	Private	Minn. Stat. 13.46, subd. 2
Client Medical Records – DHS-1000, 1003, 1005, 1030, 1021, 1025, 1035, 1035a, 1045, 1065, 1070, 1075, 1130, 1135, 1145, 1145a, 1155, 1161, 1170, 1185, 1503, 2594, 2595, 2596, 2597, 7-QIM5	Personal and family data and treatment history, notice of emergency treatment rules, consent for treatment, notice of admission (to spouse or other), diagnosis, care provider notes about program, reports about services provided, lab reports, report to court, x-ray reports, record of medical treatment provided, report of accidents or incidents involving clients, physician order for medications, medication record, convulsion record, application for admission, request for emergency hospitalization, consent for data release, request for patient transfer, statement to permit payment of medical assistance benefits.	Private	Minn. Stat. 13.46, subd. 2 & 5
METO Forms used in client medical records			
30014. Resident Worker Payroll Disbursement	Used to share information about client worker pay status.	Private	Minn. Stat. 13.46, subd. 2 & 5

Name/ID	Description	Classification	Citation for classification
30018 Consumer Financial Affairs Designation	Used to authorize METO to manage client funds.	Private	Minn. Stat. 13.46, subd. 2 & 5
30023 Admission Information and Notices Record	Used to record forms and information given to client/legal representative on admission.	Private	Minn. Stat. 13.46, subd. 2 & 5
30030 Request for Voluntary Admission 30030B Legal Representative Request for Voluntary Admission	Used to request voluntary admission- either by an adult free agent developmentally delayed person or by the legal representative of a developmentally delayed person	Private	Minn. Stat. 13.46, subd. 2 & 5
30033 Informed Consent for Psychotropic	Explains the use and side effect of psychotropic medications and authorizes its use.	Private	Minn. Stat. 13.46, subd. 2 & 5
30034 Informed Consent for Aversive Programs	Explains the treatment procedures to control certain behaviors and authorizes use.	Private	Minn. Stat. 13.46, subd. 2 & 5
30040 Post Exposure Blood Draw Consent	Used to obtain consent for blood draw and testing following exposure to blood and/or body fluids.	Private	Minn. Stat. 13.46, subd. 2 & 5
30042 Blood & Body Fluid Exposure Report Form	Used to report exposure to blood and body fluid.	Private	Minn. Stat. 13.46, subd. 2 & 5
30045 Psychotherapy Treatment Plan and Consent	Used to record diagnosis, treatment plan, risks and benefits of treatment and alternatives to treatments and prognosis with and without treatment.	Private	Minn. Stat. 13.46, subd. 2 & 5
30050 Presence of Client During Room Search	Used to record client's choice to be present during search of room and/ or belongings.	Private	Minn. Stat. 13.46, subd. 2 & 5
30051 Client Waiver for Personal Property	Used to record client's choice to use personally owned items rather than facility-provided items.	Private	Minn. Stat. 13.46, subd. 2 & 5
30055 Notice & Receipt of Secured Contraband	Used to record prohibited, sensitive or unauthorized items seized and secured.	Private	Minn. Stat. 13.46, subd. 2 & 5

Name/ID	Description	Classification	Citation for classification
30831 HLRC Request for Approval Form-Emergency	Used to document emergency approval of Restrictions/Limitations by the Human Legal Rights Committee.	Private	Minn. Stat. 13.46, subd. 2 & 5
31003 Physician Assessment of Capacity of An Adult Free Agent to Consent to Psychotropic Medications	Used to assess client's capacity to consent for psychotropic medications.	Private	Minn. Stat. 13.46, subd. 2 & 5
31011 Standing Physician's Orders	Used to record standing orders for medication, treatments, procedures, etc.	Private	Minn. Stat. 13.46, subd. 2 & 5
31018 Justification for Medication	Physician justification for use of psychotropic polypharmacy.	Private	Minn. Stat. 13.46, subd. 2 & 5
31020 Behavior Management Monitoring Form (BMMF)	Used to monitor client's target behaviors.	Private	Minn. Stat. 13.46, subd. 2 & 5
31025 Documentation for Emergency Use of Manual Restraint	Used to record use of emergency manual restraint.	Private	Minn. Stat. 13.46, subd. 2 & 5
31026 Documentation for Emergency Use or Emergency Initiation of Psychotropic Medication	Used to record use of emergency psychotropic medication.	Private	Minn. Stat. 13.46, subd. 2 & 5
31027 Evaluation for Sleep Monitoring	Used to document needed frequency and level of sleep monitoring.	Private	Minn. Stat. 13.46, subd. 2 & 5
31029 Controlled Procedure Quarterly Report	Used to report use of controlled procedures on a quarterly basis.	Private	Minn. Stat. 13.46, subd. 2 & 5
31030 Right to Receive and Send Mail	Used to authorize METO to assist client in sending and receiving mail.	Private	Minn. Stat. 13.46, subd. 2 & 5
31032 Documentation of Approved Behavior Management Programs – Manual Restraint	Used to document use of approved programmatic behavioral interventions (manual restraint).	Private	Minn. Stat. 13.46, subd. 2 & 5

Name/ID	Description	Classification	Citation for classification
31037 BMMF - Psychotropic Medication Review	Used to record periodic review of the use of psychotropic medication.	Private	Minn. Stat. 13.46, subd. 2 & 5
31077 Examiner's Statement in Support of Commitment	Used to document Support of judicial commitment.	Private	Minn. Stat. 13.46, subd. 2 & 5
31084 DPS Staff to Client Ratio Assessment	Used to assess client to staff needs in day program.	Private	Minn. Stat. 13.46, subd. 2 & 5
31098 Security of Personal Possessions	Used to record client/legal representative preference for locked/.	Private	Minn. Stat. 13.46, subd. 2 & 5
32003 Admission Information Form	Used to gather information on potential admissions to METO.	Private	Minn. Stat. 13.46, subd. 2 & 5
32014 Quarterly Nursing Physical Assessment Form	Used to assess client's physical health on a quarterly basis.	Private	Minn. Stat. 13.46, subd. 2 & 5
33200 Client Health Education Sheet	Used to record client participation in health education sessions.	Private	Minn. Stat. 13.46, subd. 2 & 5
33205 Application for SAM Program	Used for client to apply for inclusion in self-administration of medication program.	Private	Minn. Stat. 13.46, subd. 2 & 5
33206 Nursing Assessment for Inclusion in SAM	Used to assess clients skills in self-administration of medication.	Private	Minn. Stat. 13.46, subd. 2 & 5
33210 Chemical Health Screening	Used to assess client history for use of chemical substances.	Private	Minn. Stat. 13.46, subd. 2 & 5
33225 Visit to Health Professional	Used to record findings/recommendations following visit of health professional.	Private	Minn. Stat. 13.46, subd. 2 & 5
33230 Dental Assessment/ Treatment Form	Used to record assessment of dental and/or treatment of dental conditions.	Private	Minn. Stat. 13.46, subd. 2 & 5
35002 Activity Documentation	Used to record client participation in planned activities.	Private	Minn. Stat. 13.46, subd. 2 & 5

Name/ID	Description	Classification	Citation for classification
37010 Emergency Initiation of Psychotropic Medication	Used to record emergency use of psychotropic medication and the justification for its use.	Private	Minn. Stat. 13.46, subd. 2 & 5
37012 Critical Item Suicide Potential Assessment (CISPA)	Used to assess a client's suicide potential.	Private	Minn. Stat. 13.46, subd. 2 & 5
37015 Suicide Risk Screen	Used to assess client risk for suicide.	Private	Minn. Stat. 13.46, subd. 2 & 5
38001 Intake Meeting Summary and Action Plan	Used to record plan for assessment or need for further information in specific areas.	Private	Minn. Stat. 13.46, subd. 2 & 5
38002 Initial Limitations/Restrictions for New Admissions to METO	Used to record limitations or restrictions imposed during the initial assessment period.	Private	Minn. Stat. 13.46, subd. 2 & 5
38003 Comprehensive Functional Assessment Summary and Team Prioritization of Recommended Outcomes	Summary of professional assessment findings and issues identification.	Private	Minn. Stat. 13.46, subd. 2 & 5
38004 Revisions to Assessment Summary and Team Prioritization of Treatment Needs	Used to record revisions to form 38003 individual domains.	Private	Minn. Stat. 13.46, subd. 2 & 5
38011 Outcomes List	Used to identify client treatment outcomes.	Private	Minn. Stat. 13.46, subd. 2 & 5
38012 Personal Outcome Domains and Goal Areas	Used to determine client's need for treatment/services in specific areas.	Private	Minn. Stat. 13.46, subd. 2 & 5
38014 Education/Treatment Objective	Used to record treatment objectives developed by professional disciplines.	Private	Minn. Stat. 13.46, subd. 2 & 5
38015 Monthly Progress Note	Used to record monthly progress on treatment objectives.	Private	Minn. Stat. 13.46, subd. 2 & 5

Name/ID	Description	Classification	Citation for classification
38018 Psychotherapy Progress Notes	Used to document psychotherapy sessions and treatment progress.	Private	Minn. Stat. 13.46, subd. 2 & 5
38019 Individual Session Progress Notes	Used to document individual therapy session progress notes.	Private	Minn. Stat. 13.46, subd. 2 & 5
38020 Annual Planning Meeting Outcome	Used to record results of annual services planning meeting.		Minn. Stat. 13.46, subd. 2 & 5
38021 Summary of Limitations/Restrictions	Used to record necessary limitations/restrictions as determined by treatment team members.	Private	Minn. Stat. 13.46, subd. 2 & 5
38022 Quarterly Review	Used to record quarterly progress on treatment objectives.	Private	Minn. Stat. 13.46, subd. 2 & 5
38023 Risk Management Plan	Used to assess client risk factors and management of those risks.	Private	Minn. Stat. 13.46, subd. 2 & 5
38025 Psych Med Addendum	Used to record program plan for psychotropic medication usage.	Private	Minn. Stat. 13.46, subd. 2 & 5
38026 Rule 40 Addendum	Used to record program plan for approved Rule 40 program.	Private	Minn. Stat. 13.46, subd. 2 & 5
38030 HLRC Request for Approval Form	Used to document ongoing Restrictions/Limitations approved by the Human Legal Rights Committee.	Private	Minn. Stat. 13.46, subd. 2 & 5
38035 Social Services Progress Notes	Used to document quarterly review of client's commitment and legal issues, legal representative status, consent status, social services activity, visits, and placement planning.	Private	Minn. Stat. 13.46, subd. 2 & 5
38040 Discharge Planning & Progress Report 38041 Checklist for Transition/Discharge Planning 38042 Discharge Needs Planning Document 38044 Discharge Plan	Used to document discharge planning progress.	Private	Minn. Stat. 13.46, subd. 2 & 5
44015 Discharge Order Form	Used to document physician's order on discharge of client.	Private	Minn. Stat. 13.46, subd. 2 & 5

Name/ID	Description	Classification	Citation for classification
Pre-Admission Information	Information received on clients referred to METO program. The client may or may not be admitted to the program.	Private	Minn. Stat. 13.46, subd. 2 & 5
MARC Minutes	Minutes for the METO Admission Review Committee in which clients referred to program are discussed, pre-admission information reviewed and disposition of the referral is determined.	Private	Minn. Stat. 13.46, subd. 2 & 5
31050 Request for Progress Reports	Used to request Progress Reports covering client status be provided to client/legal representative and/or case manager.	Private	Minn. Stat. 13.46, subd. 2 & 5
39500 Facility Placement Information	Used to notify county financial worker of admission of client at METO for billing purposes.	Private	Minn. Stat. 13.46, subd. 2 & 5
38010 Water Use Assessment	Used to assess client's ability to independently use water faucets and adjust water temperatures as needed.	Private	Minn. Stat. 13.46, subd. 2 & 5
38016 Key Use Assessment	Used to assess client's ability to use a key and/or the need for adaptations to facilitate use of a key.	Private	Minn. Stat. 13.46, subd. 2 & 5
38017 Psychology Consultation Request	Used to request a psychology consultation.	Private	Minn. Stat. 13.46, subd. 2 & 5
Exposure Determination Forms	A list of all job classifications signed by employee in which all or some employees have occupational exposure.	Private	Minn. Stat. 252A.11
Hepatitis B. Consent and Vaccination Record	Employee consent to accept/deny Hepatitis B vaccinations.	Private	Minn. Stat. 252A.11
Consent to Release Information	Consent authorizing MSOCS to exchange and share information for the purposes of planning services.	Private	Minn. Stat. 13.46, subd. 2
Patient and Resident's Bill of Rights	Form signed by consumer acknowledging receipt of Bill of Rights or recorded that Bill of Rights sent to guardian	Private	Minn. Stat. 13.46, subd. 2

Name/ID	Description	Classification	Citation for classification
Informed Consent for Aversive and Deprivation Procedures	Consent authorizing MSOCS to implement aversive or deprivation procedures.	Private	Minn. Stat. 13.46, subd. 2
Individual Grievance Procedure	A form in which the consumer can complain about something he/she doesn't like about where he/she works or lives.	Private	Minn. Stat. 13.46, subd. 2
Summary of Vulnerable Adult	Form signed by consumer acknowledging receipt and explanation of this document	Private	Minn. Stat. 13.46, subd. 2
Medical Authorization	Consent authorizing MSOCS to procure/furnish medical care.	Private	Minn. Stat. 13.46, subd. 2
Informed Consent for Psychotropic Medications	Consent authorizing MSOCS to obtain psychotropic medications.	Private	Minn. Stat. 13.46, subd. 2
Individual Financial Affairs Designation	Consent authorizing MSOCS to provide money management to consumers.	Private	Minn. Stat. 13.46, subd. 2
Seizure Plan of Care	Consent signed by physician indicating plan of care in the event patient has a seizure	Private	Minn. Stat. 13.46, subd.
Individual Staffing Ratio Determination Form	Approval from IDT for appropriate staff to individual ratios.	Private	Minn. Stat. 13.46, subd. 2
Identifying Information	Demographic Information for individuals	Private	Minn. Stat. 13.46, subd. 2
Inventory Item Checklist	List of consumer's personal belongs.	Private	Minn. Stat. 13.46, subd. 2
Consumer Bill of Rights	Form signed by consumer/guardian acknowledging that these rights have been explained.	Private	Minn. Stat. 13.46, subd. 2
Individual Support Plan	Form documenting receipt of information about your rights under the Minnesota Data Practices Act.	Private	Minn. Stat. 13.46, subd. 2
Risk Management Plan	A comprehensive plan consistent with aspects of the ISP including specific objectives to meet individual's needs.	Private	Minn. Stat. 13.46, subd. 2

Name/ID	Description	Classification	Citation for classification
Incident Reports	A plan written to identify unique and special needs of an individual.	Private	Minn. Stat. 13.46, subd. 2
Death Review	Report with specific details relating to the death of a consumer.	Private	Minn. Stat. 13.46, subd. 2
Physician's Orders	Form used by Physician to document orders and rationale.	Private	Minn. Stat. 13.46, subd. 2
Annual Physical Exam	Form used by physician to document history and physical exam.	Private	Minn. Stat. 13.46, subd. 2
Medication Record	Form used to document medications given to an individual.	Private	Minn. Stat. 13.46, subd. 2
Medication/Treatment Error Report	Form documenting medication errors made to an individual.	Private	Minn. Stat. 13.46, subd. 2
Referral for Psychotropic Medication Evaluation	Form used by physician to refer an individual for psychotropic evaluation.	Private	Minn. Stat. 13.46, subd. 2
Psychotropic Medication Review	Form history of psychotropic medications used by an individual.	Private	Minn. Stat. 13.46, subd. 2
Controlled Procedures Quarterly Report Form	Report detailing controlled procedures used for an individual within the last 3 months.	Private	Minn. Stat. 13.46, subd. 2
Emergency Use of Controlled Procedures	Report detailing emergency use of controlled procedures.	Private	Minn. Stat. 13.46, subd. 2
MOSES	Form used to monitor side effects from psychotropic medications	Private	Minn. Stat. 13.46, subd. 2
DISCUS	Dyskinesia Identification System: Condensed User Scale.	Private	Minn. Stat. 13.46, subd. 2
Notice of Privacy Practice Acknowledgement of Receipt of this Notice.	Describes how medical information and other private information about a client may be used and disclosed	Private	Minn. Stat. 13.04, subd. 2, 45 CFR §164.520
CD 340	Intake Physical Assessment	Private	Minn. Stat. 13.46, subd. 2
CD 342	Fitness Room Agreement	Private	Minn. Stat. 13.46, subd. 2

Name/ID	Description	Classification	Citation for classification
CD 365	Patient Self-Assessment	Private	Minn. Stat. 13.46, subd. 2
CD 511	Overnight/Day Pass Request	Private	Minn. Stat. 13.46, subd. 2
CW 18DI	Availability of Funds	Private	Minn. Stat. 13.46, subd. 2
CW 1487	SPRTC Routine Physician Orders for Adults	Private	Minn. Stat. 13.46, subd. 2
CW 1496	Intake and Output Record	Private	Minn. Stat. 13.46, subd. 2
CW 1601	Intake Physical Assessment	Private	Minn. Stat. 13.46, subd. 2
CW 1602	Intake Evaluation	Private	Minn. Stat. 13.46, subd. 2
CW 1751	Intervention data form	Private	Minn. Stat. 13.46, subd. 2
CW 1752	Four-hour assessment form	Private	Minn. Stat. 13.46, subd. 2
CW 1753	Observation data form	Private	Minn. Stat. 13.46, subd. 2
CW 1754	Intervention data continuation form	Private	Minn. Stat. 13.46, subd. 2
CW 1756	Medical History & Pre-Discharge Physical Exam	Private	Minn. Stat. 13.46, subd. 2
CW 1758	Code Blue Log	Private	Minn. Stat. 13.46, subd. 2
CW 1759	Mini-Mental Status Exam	Private	Minn. Stat. 13.46, subd. 2
CW 1760	Notice of Elopement for Hennepin County (MI&Ds)	Private	Minn. Stat. 13.46, subd. 2
CW 1763	County Case Management Services	Private	Minn. Stat. 13.43, subd. 4

Name/ID	Description	Classification	Citation for classification
CW 1768	Patient & Family R&S Notification	Private	Minn. Stat. 13.43, subd. 4
CW 2002	Request to read medical records	Private	Minn. Stat. 13.46, subd. 2
DD07-24294	Cash Withdrawal Order	Private	Minn. Stat. 13.46, subd. 2
DD07-24295	Multiple Individual Deposit	Private	Minn. Stat. 13.46, subd. 2
DGR 114	Application for Personal Needs Allowance- Indigent Funds	Private	Minn. Stat. 13.46, subd. 2
DHS-8-2886 Consent for Administration of Neuroleptic Meds (7-98)	Obtain consent of patient or guardian to administer neuroleptic medicine.	Private	Minn. Stat. 13.46, subd. 2
DHS 1025 Dental Record	Record of patient's dental care.	Private	Minn. Stat. 13.46, subd. 2
DHS 1095A	ECT Checklist	Private	Minn. Stat. 13.46, subd. 2
DHS 1141 Medication Administration Record.	Lists medications, dosage, frequency and route of Administration.	Private	Minn. Stat. 13.46, subd. 2
DHS 2225 Petition for Special Review Board Hearing.	Form used to apply for a Special Review Board hearing.	Private	Minn. Stat. 13.46, subd. 2
DHS 2227 Special Review Board Information Sheet	Information Sheet to Accompany Court Petition.	Private	Minn. Stat. 13.46, subd. 2
DHS 2774 Petition for Authorization to impose Treatment.	Court petitions to provide necessary patient care.	Private	Minn. Stat. 13.46, subd. 2
DHS 2842 Dyskinesia Monitoring Record Form (MOSES)	Collects identifying information on patients.	Private	Minn. Stat. 13.46, subd. 2
DHS 2890 Dyskinesia Identification System:	Scale used to determine the severity of a patient's dyskinesia.	Private	Minn. Stat. 13.46, subd. 2

Name/ID	Description	Classification	Citation for classification
Condensed User Scale (DISCUS)			
DHS 3542A	Acknowledgement of Receipt of Notice of Privacy Practices	Private	Minn. Stat. 13.46, subd. 2
DLR 50.6a	Pre-Admission Worksheet	Private	Minn. Stat. 13.46, subd. 2
DLR 96.BC	Relapse Prevention & Crisis Support Plan	Private	Minn. Stat. 13.46, subd. 2
DLR 1402.BC	Aftercare Plan	Private	Minn. Stat. 13.46, subd. 2
F.6.32	Nutritional Screening	Private	Minn. Stat. 13.46, subd. 2
F.2.117	PRN Medication Flow Sheet	Private	Minn. Stat. 13.46, subd. 2
F.19.14.2	Dental Procedures	Private	Minn. Stat. 13.46, subd. 2
FS 1751A	Forensic Services Intervention Data Form	Private	Minn. Stat. 13.46, subd. 2
FS 1751B	RN Assessment Form	Private	Minn. Stat. 13.46, subd. 2
FS 1751C	RN Assessment Extender Form	Private	Minn. Stat. 13.46, subd. 2
FS 1751D	Practitioner Order Form	Private	Minn. Stat. 13.46, subd. 2
FS 1751E	Practitioner Extender Order Form	Private	Minn. Stat. 13.46, subd. 2
FS 1751F	Practitioner Evaluation Form	Private	Minn. Stat. 13.46, subd. 2
FS 1751G-2	Observation Data Form	Private	Minn. Stat. 13.46, subd. 2
FS 1751H	Intervention Narrative Form	Private	Minn. Stat. 13.46, subd. 2

Name/ID	Description	Classification	Citation for classification
FS 1755	Individual Risk Reduction Plan	Private	Minn. Stat. 13.46, subd. 2
FS 1768	Patient and Family Restraint and Seclusion Notification	Private	Minn. Stat. 13.46, subd. 2
MINNESOTA.53	Restraint/Seclusion	Private	Minn. Stat. 13.46, subd. 2
MINNESOTA.101	Polydipsic Weight Record	Private	Minn. Stat. 13.46, subd. 2
MSH 2.340	Emergency Transfer/ Nursing Referral Form	Private	Minn. Stat. 13.46, subd. 2
MSH 10025	Personal Property Inventory	Private	Minn. Stat. 13.46, subd. 2
MSH10026	Patient Property Inventory of Items Placed in Storage	Private	Minn. Stat. 13.46, subd. 2
MSH 10027	Disposal of Property Consent Form	Private	Minn. Stat. 13.46, subd. 2
MSH 10029	Critical Contraband Confiscation Form	Private	Minn. Stat. 13.46, subd. 2
MSH 10042	Individual treatment plan/individual abuse prevention plan	Private	Minn. Stat. 13.46, subd. 2
MSH 10043	Patient Escort and Activity Status	Private	Minn. Stat. 13.46, subd. 2
MSH 10048	Operational Team Report	Private	Minn. Stat. 13.46, subd. 2
MSH 10049	Neuropsychological Services Referral	Private	Minn. Stat. 13.46, subd. 2
MSH 10051	Psychological Assessment Referral	Private	Minn. Stat. 13.46, subd. 2
MSH 10053	Chemical Dependency Contact Data Sheet	Private	Minn. Stat. 13.46, subd. 2
MSH 10055	Forensic Level of Care Patient Assessment Record Sheet	Private	Minn. Stat. 13.46, subd. 2

Name/ID	Description	Classification	Citation for classification
MSH 10057	Lay-In Data Observation Sheet	Private	Minn. Stat. 13.46, subd. 2
MSH 1755	Individual Risk Reduction Plan	Private	Minn. Stat. 13.46, subd. 2
MSH-11256	Protective Isolation Review	Private	Minn. Stat. 13.43, subd. 4
SP-636	Physical Activity & Intervention Clearance	Private	Minn. Stat. 13.46, subd. 2
Hold Input, Update or Delete Information		Private	Minn. Stat. 13.46, subd. 2
Leisure Self-Assessment		Private	Minn. Stat. 13.46, subd. 2
420-5255a	Client Identification Badge Request 420-5255a.doc	Private	Minn. Stat. 13.46, subd. 2
Provera/ Depo Provera Evaluation Consent		Private	Minn. Stat. 13.46, subd. 2
Preliminary and Initial (72-hour) Treatment Plan		Private	Minn. Stat. 13.46, subd. 2
Client Medical Records – DHS-1000, 1003, 1005, 1030, 1021, 1025, 1035, 1035a, 1045, 1065, 1070, 1075, 1130, 1135, 1145, 1145a, 1155, 1161, 1170, 1185, 1503, 2594, 2595, 2596, 2597, 7-QIM5	Personal and family data and treatment history, notice of emergency treatment rules, consent for treatment, notice of admission (to spouse or other), diagnosis, care provider notes about program, reports about services provided, lab reports, report to court, x-ray reports, record of medical treatment provided, report of accidents or incidents involving clients, physician order for medications, medication record, convulsion record, application for admission, request for emergency hospitalization, consent for data release, request for patient transfer, statement to permit payment of medical assistance benefits.	Private	Minn. Stat. 13.46, subd. 2 & 5

Name/ID	Description	Classification	Citation for classification
Initial (72-hour) Treatment Plan Assessments		Private	Minn. Stat. 13.46, subd. 2
MSH Library Use Agreement		Private	Minn. Stat. 13.46, subd. 2
Patient Photo/ Marks and Scars		Private	Minn. Stat. 13.46, subd. 2
Patient Orientation Checklist		Private	Minn. Stat. 13.46, subd. 2
Application for and Consent to Treatment with Lupron/ Depo-Lupron/ Trelstar		Private	Minn. Stat. 13.46, subd. 2
Initial Social Services Assessment		Private	Minn. Stat. 13.46, subd. 2
Annual Social Services Assessment		Private	Minn. Stat. 13.46, subd. 2
Social Services Transfer Addendum		Private	Minn. Stat. 13.46, subd. 2
Relapse Prevention Plan- Timeline		Private	Minn. Stat. 13.46, subd. 2
Relapse Prevention Plan- Short Form		Private	Minn. Stat. 13.46, subd. 2
Relapse Prevention Plan- Long Form Part II		Private	Minn. Stat. 13.46, subd. 2
Off- Unit Programming Referral Form		Private	Minn. Stat. 13.46, subd. 2
Discharge Summary		Private	Minn. Stat. 13.46, subd. 2
Discharge to Court Nursing Summary		Private	Minn. Stat. 13.46, subd. 2
Behavior Management Treatment Plan		Private	Minn. Stat. 13.46, subd. 2

Name/ID	Description	Classification	Citation for classification
History and Physical Examination		Private	Minn. Stat. 13.46, subd. 2
Initial Psychiatric Assessment		Private	Minn. Stat. 13.46, subd. 2
Psychological Assessment		Private	Minn. Stat. 13.46, subd. 2
Predatory Offender Checklist and Referral Form		Private	Minn. Stat. 13.46, subd. 2
Individual Treatment Plan		Private	Minn. Stat. 13.46, subd. 2
Treatment Team Review		Private	Minn. Stat. 13.46, subd. 2
Aftercare Plan		Private	Minn. Stat. 13.46, subd. 2
Family Notification Letter		Private	Minn. Stat. 13.46, subd. 2
Pass Plan		Private	Minn. Stat. 13.46, subd. 2
On-Grounds Privilege Plan		Private	Minn. Stat. 13.46, subd. 2
Medical Staff Signature Form		Private	Minn. Stat. 13.46, subd. 2
Nursing Transfer Form		Private	Minn. Stat. 13.46, subd. 2
Storage Request Slip-Put in Storage		Private	Minn. Stat. 13.46, subd. 2
Storage Request Slip-Take Out of Storage		Private	Minn. Stat. 13.46, subd. 2
CW	ECT Treatment Record	Private	Minn. Stat. 13.46, subd. 2
215-5020d-2200	AASI Evaluation Consent 215-5020d-2200.pdf	Private	Minn. Stat. 13.46, subd. 2

Name/ID	Description	Classification	Citation for classification
	Abnormal Involuntary Movement Scale (AIMS).doc	Private	Minn. Stat. 13.46, subd. 2
215-5230b	Access to Death Scene Record 215-5230b.pdf	Private	Minn. Stat. 13.46, subd. 2
215-5260c	Acknowledgment of Request for Victim Notification 215-5260c.docx	Private	Minn. Stat. 13.46, subd. 2
410-5050a	Activity Sign-Up Sheet 410-5050a.pdf	Private	Minn. Stat. 13.46, subd. 2
215-5250c-3102	ADA Impairment Impact Request Memo 215-5250c-3012.doc	Private	Minn. Stat. 13.46, subd. 2
215-5250d	ADA Modification Request Appeal Form 215-5250d.pdf	Private	Minn. Stat. 13.46, subd. 2
302.100E	Administrative Ban Notice 302.100E.pdf	Private	Minn. Stat. 13.46, subd. 2
415-5084d-3508	Administrative Restriction Status Appeal 415-5084d-3508.docx	Private	Minn. Stat. 13.46, subd. 2
415-5084a-3501	Administrative Restriction Status Authorization and Initial Plan 415-5084a-3501.docx	Private	Minn. Stat. 13.46, subd. 2
415-5084c-3504	Administrative Restriction Status Discontinuation 415-5084c-3504.docx	Private	Minn. Stat. 13.46, subd. 2
415-5084g-3507	Administrative Restriction Status Panel Appeal 415-5084g-3507.docx	Private	Minn. Stat. 13.46, subd. 2
415-5084f-3506	Administrative Restriction Status Panel Review 415-5084f-3506.docx	Private	Minn. Stat. 13.46, subd. 2
415-5084b-3509	Administrative Restriction Status Plan and Review 415-5084b-3509.docx	Private	Minn. Stat. 13.46, subd. 2
415-5084e-3505	Administrative Restriction Status Review Panel Request 415-5084e-3505.docx	Private	Minn. Stat. 13.46, subd. 2
	Admission Psychiatric Assessment.doc	Private	Minn. Stat. 13.46, subd. 2
210-5100e	Admission to the MSOP Checklist 210-5100e.pdf	Private	Minn. Stat. 13.46, subd. 2

Name/ID	Description	Classification	Citation for classification
500.135A	Agreement to Pay for Private Health Care 500.135A.pdf	Private	Minn. Stat. 13.46, subd. 2
	Annual Psychiatric Review.doc	Private	Minn. Stat. 13.46, subd. 2
320-5200d-1135M	Anticoagulation Flow Sheet 320-5200d-1135M.pdf	Private	Minn. Stat. 13.46, subd. 2
420-5300c	Approved Spiritual Items Inventory 420-5300c.pdf	Private	Minn. Stat. 13.46, subd. 2
320-5212a-2100M	Assessment for Client Self-Administration of Medications 320-5212a-2100M.pdf	Private	Minn. Stat. 13.46, subd. 2
320-5212d-2200M	Assessment for Independent Glucometer Use 320-5212d-2200M.pdf	Private	Minn. Stat. 13.46, subd. 2
320-	Independent Glucometer Use (IGU)	Public	
215-5020e-2017	Assessment of Sexual Arousal 215-5020e-2017.docx	Private	Minn. Stat. 13.46, subd. 2
215-5020f-2019	Assessment of Sexual Interest 215-5020f-2019.docx	Private	Minn. Stat. 13.46, subd. 2
115-5403d	Assessment Tracking Tool 115-5403d.pdf	Private	Minn. Stat. 13.46, subd. 2
DHS-1161	Authorization of Release of Information.pdf	Private	Minn. Stat. 13.46, subd. 2
103.500A	Background Study Information form 103.500A.pdf	Private	Minn. Stat. 13.46, subd. 2
310-5530a	Baseline TB Screening Tool for MSOP Clients 310-5530a.pdf	Private	Minn. Stat. 13.46, subd. 2
	Behavioral Expectations Report.pdf	Private	Minn. Stat. 13.46, subd. 2
310-5175d	Blood borne Pathogens Exposure - Confidentiality of Test Results 310-5175d.pdf	Private	Minn. Stat. 13.46, subd. 2
210-5100y-2090a	Brief Mental Health Assessment 210-5100y-2090a.docx	Private	Minn. Stat. 13.46, subd. 2

Name/ID	Description	Classification	Citation for classification
125-5300f	Cash or Scrip Withdrawal Form 125-5300f.pdf	Private	Minn. Stat. 13.46, subd. 2
	Change of Status Report.pdf	Private	Minn. Stat. 13.46, subd. 2
210-5100z-2150	Chemical Dependency Initial Assessment 210-5100z-2150.docx	Private	Minn. Stat. 13.46, subd. 2
230-5630a-5540)	Client Admission of Alcohol/Drug Use (230-5630a-5540)	Private	Minn. Stat. 13.46, subd. 2
410-5050c	Client Appointment Card 410-5050c.pdf	Private	Minn. Stat. 13.46, subd. 2
125-5300b	Client Banking Individual Deposit Receipt Example 125-5300b.pdf	Private	Minn. Stat. 13.46, subd. 2
220-5050a-6020	Client Consent to Display Items 220-5050a-6020.doc	Private	Minn. Stat. 13.46, subd. 2
415-5040j	Client Controlled Equipment Signout 415-5040j.pdf	Private	Minn. Stat. 13.46, subd. 2
420-5013a-3151	Client Drug Screening form 420-5013a-3151.pdf	Private	Minn. Stat. 13.46, subd. 2
230-5630b-5541	Client Drug Testing Request, Notice, and Collection 230-5630b-5541.pdf	Private	Minn. Stat. 13.46, subd. 2
302.250C	Client Durable Goods 302.250C.docm	Private	Minn. Stat. 13.46, subd. 2
420-5250e	Client Equipment Record 420-5250e.pdf	Private	Minn. Stat. 13.46, subd. 2
210-5100r	Client Financial Information 210-5100r.pdf	Private	Minn. Stat. 13.46, subd. 2
125-5300e	Client Funds Check Request 125-5300e.pdf	Private	Minn. Stat. 13.46, subd. 2
125-5300c	Client Funds Deposit Form 125-5300c.pdf	Private	Minn. Stat. 13.46, subd. 2
125-5300d	Client Funds Transfer Authorization Form 125-5300d.pdf	Private	Minn. Stat. 13.46, subd. 2

Name/ID	Description	Classification	Citation for classification
230-5670b-5525	Client GPS Agreement for Provisional Discharge 230-5670b-5525.pdf	Private	Minn. Stat. 13.46, subd. 2
215-5021c	Client Grievance Appeal 215-5021c.pdf	Private	Minn. Stat. 13.46, subd. 2
500.680B	Client Handling Hazards-Risk Identification Assessment 500.680B.pdf	Private	Minn. Stat. 13.46, subd. 2
300.050CML	Client Health Services Pass 300.050CML.pdf	Private	Minn. Stat. 13.46, subd. 2
230-5670b-5525	Client GPS Agreement for Provisional Discharge 230-5670b-5525.pdf	Private	Minn. Stat. 13.46, subd. 2
420-5280a	Client Identification Report 420-5280a.pdf	Private	Minn. Stat. 13.46, subd. 2
210-5100c	Client Identification Worksheet 210-5100c.pdf	Private	Minn. Stat. 13.46, subd. 2
420-5040b	Client Illness Log 420-5040b.pdf	Private	Minn. Stat. 13.46, subd. 2
210-5120d	Client Incompatibility Inquiry Worksheet and Summary 210-5120d.pdf	Private	Minn. Stat. 13.46, subd. 2
210-5120a-3060A	Client Incompatibility Notice of Determination 210-5120a-3060A.docx	Private	Minn. Stat. 13.46, subd. 2
210-5120b-3060B	Client Incompatibility Program Form 210-5120b-3060B.docx	Private	Minn. Stat. 13.46, subd. 2
410-5070b	Client Information Book Blank Sheet 410-5070b.pdf	Private	Minn. Stat. 13.46, subd. 2
410-5070a	Client Information Book Cover 410-5070a.pdf	Private	Minn. Stat. 13.46, subd. 2
215-5017a	Client Interpretive Services Plan 215-5017a-3150.doc	Private	Minn. Stat. 13.46, subd. 2
303.111A	Client Media Agreement 303.111A.pdf	Private	Minn. Stat. 13.46, subd. 2
315-5220a-1005	Client Medical Death Review Report 315-5220a-1005.docx	Private	Minn. Stat. 13.46, subd. 2

Name/ID	Description	Classification	Citation for classification
420-5099b	Client Medical Request Form 420-5099b.pdf	Private	Minn. Stat. 13.46, subd. 2
300.050ASP	Client Movement Log 300.050ASP.pdf	Private	Minn. Stat. 13.46, subd. 2
300.050ASP	Client Movement Pass 300.050A.pdf	Private	Minn. Stat. 13.46, subd. 2
220-5200a	Client Newsletter Media Release Form 220-5200a.pdf	Private	Minn. Stat. 13.46, subd. 2
420-5210c	Client Phone Use Log 420-5210c.pdf	Private	Minn. Stat. 13.46, subd. 2
215-5250a-3100	Client Request for Reasonable Modification 215-5250a-3100.pdf	Private	Minn. Stat. 13.46, subd. 2
300.050ASP	Client Movement Pass 300.050A.pdf	Private	Minn. Stat. 13.46, subd. 2
420-5099a	Client Request Form 420-5099a.pdf	Private	Minn. Stat. 13.46, subd. 2
210-5010a	Client Room Change Request Form 210-5010a.pdf	Private	Minn. Stat. 13.46, subd. 2
420-5241a	Client Room Evaluation Checklist 420-5241a.pdf	Private	Minn. Stat. 13.46, subd. 2
202.010A	Client Roommate Input Form 202.010A.pdf	Private	Minn. Stat. 13.46, subd. 2
115-5043a	Clinical Licensure Supervision Plan 115-5043a.docx	Private	Minn. Stat. 13.46, subd. 2
210-5100k-2090B	Consent for Brief Mental Health Assessment 210-5100k-2090B.docx	Private	Minn. Stat. 13.46, subd. 2
500.055A	Consent for Dental Appointment 500.055A.doc	Private	Minn. Stat. 13.46, subd. 2
210-5100q-2650	Consent for Disclosure of Info 210-5100q-2650.pdf	Private	Minn. Stat. 13.46, subd. 2
500.323A	Consent for Lupro-Depo Lupro 500.323A.pdf	Private	Minn. Stat. 13.46, subd. 2

Name/ID	Description	Classification	Citation for classification
500.323B	Consent for Medroxyprogesterone Acetate-Depo Provera 500.323B.pdf	Private	Minn. Stat. 13.46, subd. 2
215-5007I-2125B	Consent for Mental Health Assessment 215-5007I-2125B.doc	Private	Minn. Stat. 13.46, subd. 2
215-5007p-2160B	Consent for Neuropsychological Assessment 215-5007p-2160B.doc	Private	Minn. Stat. 13.46, subd. 2
	Consent for Outside Medical Appointment.doc	Private	Minn. Stat. 13.46, subd. 2
215-5030b	Consent for Participation in Arousal Management Programming 215-5030b.docx	Private	Minn. Stat. 13.46, subd. 2
215-5030c	Consent for Participation in Hypersexuality Programming 215-5030c.docx	Private	Minn. Stat. 13.46, subd. 2
107.030F-2020	Consent for Polygraph Examination 107.030F-2020.doc	Private	Minn. Stat. 13.46, subd. 2
215-5007j-2018C	Consent for Psychological Assessment 215-5007j-2018C.doc	Private	Minn. Stat. 13.46, subd. 2
210-5100n-2018B	Consent for Sex Offender Assessment 210-5100n-2018B.docx	Private	Minn. Stat. 13.46, subd. 2
215-5010a-3075	Consent for Sex Offender Treatment 215-5010a-3075.pdf	Private	Minn. Stat. 13.46, subd. 2
215-5060b-2015b	Consent for Sexual Violence Risk Assessment Interview 215-5060b-2015b.doc	Private	Minn. Stat. 13.46, subd. 2
215-5060a-2010b	Consent for SRB Treatment Report Interview 215-5060a-2010b.docx	Private	Minn. Stat. 13.46, subd. 2
230-5640a-5521	Consent To Search 230-5640a-5521.pdf	Private	Minn. Stat. 13.46, subd. 2
	Consultation Sheet.doc	Private	Minn. Stat. 13.46, subd. 2
420-5250b	Contraband Notice 420-5250b.pdf	Private	Minn. Stat. 13.46, subd. 2

Name/ID	Description	Classification	Citation for classification
500.2014F	Controlled Substance Imbalance Report Form 500.2014F.pdf	Private	Minn. Stat. 13.46, subd. 2
135-5170c-6040	Copy of Release of Information (ROI) Log 135-5170c-6040.pdf	Private	Minn. Stat. 13.46, subd. 2
225-5143a-5020	CPS Client Volunteer Agreement 225-5143a-5020.pdf	Private	Minn. Stat. 13.46, subd. 2
225-5190a	CPS Death Related Visit Authorization 225-5190a.pdf	Private	Minn. Stat. 13.46, subd. 2
602.300A	CPS Property List 602.300A.pdf	Private	Minn. Stat. 13.46, subd. 2
602.300B	CPS Property Request 602.300B.pdf	Private	
225-5160a	CPS Visit Request (225-5160a)	Private	Minn. Stat. 13.46, subd. 2
225-5160c	CPS Visiting Application 225-5160c.pdf	Private	Minn. Stat. 13.46, subd. 2
225-5160e	CPS Visiting Restriction Notice 225-5160e.doc	Private	Minn. Stat. 13.46, subd. 2
225-5160d	CPS Visitor Application Notification 225-5160d.pdf	Private	Minn. Stat. 13.46, subd. 2
302.250G	CPS-MSI Property List 302.250G.pdf	Private	Minn. Stat. 13.46, subd. 2
106.170E	Data Disclosure Tracking Worksheet 106.170E.doc	Private	Minn. Stat. 13.46, subd. 2
135-5170b	Data Request Copy Cost Form 135-5170b.pdf	Private	Minn. Stat. 13.46, subd. 2
415-5091a	Death-Death Related Visit Authorization Form 415-5091a.doc	Private	Minn. Stat. 13.46, subd. 2
230-5100a-1011	Departure-Transfer Authorization 230-5100a-1011.doc	Private	Minn. Stat. 13.46, subd. 2
230-5100b-1010	Departure-Transfer Summary 230-5100b-1010.doc	Private	Minn. Stat. 13.46, subd. 2
230-5100d	Detainer Letter 230-5100d		Minn. Stat. 13.46, subd. 2

Name/ID	Description	Classification	Citation for classification
215-5250b-3101	Determination of Client Request and Reasonable Modification Plan 215-5250b-3101.doc	Private	Minn. Stat. 13.46, subd. 2
315-5600c-1140M	Diabetic Treatment Record 315-5600c-1140M.pdf	Private	Minn. Stat. 13.46, subd. 2
310-5010b	Diagnostic Results Memo 310-5010b.pdf	Private	Minn. Stat. 13.46, subd. 2
	Discharge Summary-MSOP-DOC Site.doc	Private	Minn. Stat. 13.46, subd. 2
415-5091a	Death-Death Related Visit Authorization Form 415-5091a.doc	Private	Minn. Stat. 13.46, subd. 2
415-5085f-3517	Discontinuation of Protective Isolation Status 415-5085f-3517.docx	Private	Minn. Stat. 13.46, subd. 2
420-5400a	Donation Form 420-5400a.pdf	Private	Minn. Stat. 13.46, subd. 2
603.230A-5540	Drug Use Admit-Denial form 603.230A-5540.pdf	Private	Minn. Stat. 13.46, subd. 2
215-5265a	Duty To Warn Form 215-5265a.doc	Private	Minn. Stat. 13.46, subd. 2
210-5100t-2060	Education Initial Assessment 210-5100t-2060.docx	Private	Minn. Stat. 13.46, subd. 2
310-5180c	Emergency Medical Communication Flow Sheet 310-5180c.pdf	Private	Minn. Stat. 13.46, subd. 2
320-5200c	Emergency Medication Contents 320-5200c.pdf	Private	Minn. Stat. 13.46, subd. 2
	Employee Absence Call In.doc	Private	Minn. Stat. 13.46, subd. 2
	Employee Expense Report (PDF).pdf	Private	Minn. Stat. 13.46, subd. 2
115-5404c	Employee Observation Report 115-5404c.pdf	Private	Minn. Stat. 13.46, subd. 2
115-5100a	Employee Personal Property Request Form 115-5100a.doc	Private	Minn. Stat. 13.46, subd. 2

Name/ID	Description	Classification	Citation for classification
115-5800a	Employee Separation Checklist 115-5800a.doc	Private	Minn. Stat. 13.46, subd. 2
310-5010c	ER Evaluation Tool 310-5010c.pdf	Private	Minn. Stat. 13.46, subd. 2
410-5032a	Event Letter 410-5032a.doc	Private	Minn. Stat. 13.46, subd. 2
215-5060f	Example Petition for Rehearing and Reconsideration 215-5060f.doc	Private	Minn. Stat. 13.46, subd. 2
603.600A-5520	Extradition Waiver - Provisional Discharge Plan 603.600A-5520.doc	Private	Minn. Stat. 13.46, subd. 2
	Falls Assessment.doc	Private	Minn. Stat. 13.46, subd. 2
415-5086aSP	Female Monitoring Assignment 415-5086aSP.pdf	Private	Minn. Stat. 13.46, subd. 2
	Foot and Nail Assessment.doc	Private	Minn. Stat. 13.46, subd. 2
	Forensic Nursing Home Admission Referral.doc	Public	
DHS-1170	Forensic Program Admission and Discharge Authorization.doc	Private	Minn. Stat. 13.46, subd. 2
210-5020a-2170	Functional Behavior Assessment 210-5020a-2170.doc	Private	Minn. Stat. 13.46, subd. 2
220-5055a	Game System Hourly Signup Sheet 220-5055a.pdf	Private	Minn. Stat. 13.46, subd. 2
215-5021d	Grievance Appeal Response-Central Office 215-5021d.docx	Private	Minn. Stat. 13.46, subd. 2
215-5021f	Grievance Appeal Response-Facilities 215-5021f.docx	Private	Minn. Stat. 13.46, subd. 2
215-5021a	Grievance Request Form 215-5021a.pdf	Private	Minn. Stat. 13.46, subd. 2
215-5021b	Grievance Response 215-5021b.docx	Private	Minn. Stat. 13.46, subd. 2

Name/ID	Description	Classification	Citation for classification
215-5007m	Group Participation Worksheet 215-5007m.pdf	Private	Minn. Stat. 13.46, subd. 2
310-5215b-EMMS Form	Health Care Directive Form 310-5215b-EMMS Form.pdf	Private	Minn. Stat. 13.46, subd. 2
310-5215a	Health Care Directives Summary 310-5215a.pdf	Private	Minn. Stat. 13.46, subd. 2
107.030B	Health Services Data Summary 107.030B.doc	Private	Minn. Stat. 13.46, subd. 2
420-5013b-3151	Health Services Intoxication-Withdrawal Flow Sheet 420-5013b-3151.pdf	Private	Minn. Stat. 13.46, subd. 2
310-5175e	Healthcare Professional's Written Opinion 310-5175e.pdf	Private	Minn. Stat. 13.46, subd. 2
310-5226aML	Helping Hands Volunteer Application 310-5226aML.pdf	Private	Minn. Stat. 13.46, subd. 2
310-5226dML	Helping Hands Volunteer Confidentiality Agreement 310-5226dML.pdf	Private	Minn. Stat. 13.46, subd. 2
310-5226cML	Helping Hands Volunteer Interview 310-5226cML.pdf	Private	Minn. Stat. 13.46, subd. 2
310-5226bML	Helping Hands Volunteer References Worksheet 310-5226bML.pdf	Private	Minn. Stat. 13.46, subd. 2
415-5087a-3056	High Security Area Program Plan Review 415-5087a-3056.docx	Private	Minn. Stat. 13.46, subd. 2
415-5087b	High Security Area Request Form 415-5087b.pdf	Private	Minn. Stat. 13.46, subd. 2
210-5100o-2010M	History and Physical Assessment 210-5100o-2010M.docx	Private	Minn. Stat. 13.46, subd. 2
130-5700b	HRB Notification 130-5700b.doc	Private	Minn. Stat. 13.46, subd. 2
130-5700c	HRB Worksheet 130-5700c.pdf	Private	Minn. Stat. 13.46, subd. 2
415-5310a	ICS Master Control Form 415-5310a.pdf	Private	Minn. Stat. 13.46, subd. 2

Name/ID	Description	Classification	Citation for classification
	Immunization Record.doc	Private	Minn. Stat. 13.46, subd. 2
125-5467aSP	Imprest Card Distribution Log 125-5467aSP.pdf	Private	Minn. Stat. 13.46, subd. 2
320-5212e-1170M	Independent Glucometer Use (IGU) Contract 320-5212e-1170M.pdf	Private	Minn. Stat. 13.46, subd. 2
210-5058b-3020	Individual Abuse Prevention Plan 210-5058b-3020.doc	Private	Minn. Stat. 13.46, subd. 2
	Individual Treatment Plan-DOC-MSOP Site.doc	Private	Minn. Stat. 13.46, subd. 2
215-5015a-3055	Individualized Program Plan 215-5015a-3055.doc	Private	Minn. Stat. 13.46, subd. 2
315-5510a	Infection Control Reporting Log 315-5510a.pdf	Private	Minn. Stat. 13.46, subd. 2
	Influenza Vaccination Consent.doc	Private	Minn. Stat. 13.46, subd. 2
310-5500a-1000	Influenza Vaccine Form 310-5500a-1000.pdf	Private	Minn. Stat. 13.46, subd. 2
210-5100w-3510	Initial Nursing Assessment 210-5100w-3510.docx	Private	Minn. Stat. 13.46, subd. 2
	Initial Psychiatric Assessment.doc	Private	Minn. Stat. 13.46, subd. 2
320-5210c-11200M	Intake-Output Observation Record 320-5210c-11200M.doc	Private	Minn. Stat. 13.46, subd. 2
210-5058e	Internal Review of Maltreatment Report 210-5058e.doc	Private	Minn. Stat. 13.46, subd. 2
210-5058i	Internal Vulnerable Adult Report Form 210-5058i.doc	Private	Minn. Stat. 13.46, subd. 2
215-5007h-7010	Letter to County-Guardian for Quarterly-Annual Reviews 215-5007h-7010.doc	Private	Minn. Stat. 13.46, subd. 2
215-5270a-4030	Levels of Observation Directive 215-5270a-4030.docx	Private	Minn. Stat. 13.46, subd. 2

Name/ID	Description	Classification	Citation for classification
420-5030b	Mail Monitoring Request 420-5030b.doc	Private	Minn. Stat. 13.46, subd. 2
107.030C	Maintenance Polygraph Worksheet 107.030C.pdf	Private	Minn. Stat. 13.46, subd. 2
310-5450a	Medical Lay-In Approval Form 310-5450a.pdf	Private	Minn. Stat. 13.46, subd. 2
320-5200a-8010M	Medical Practitioner Order Form 320-5200a-8010M.pdf	Private	Minn. Stat. 13.46, subd. 2
320-5200b	Medication Error Report 320-5200b.doc	Private	Minn. Stat. 13.46, subd. 2
300.050-2ASP	Managed Movement Passes 300.050-2ASP.pdf	Private	Minn. Stat. 13.46, subd. 2
500.2014G	Medication Hard Copy Request Form 500.2014G.pdf	Private	Minn. Stat. 13.46, subd. 2
215-5007k-2125A	Mental Health Assessment 215-5007k-2125A.doc	Private	Minn. Stat. 13.46, subd. 2
220-5060aSP	Mentee Enrollment Form 220-5060aSP.pdf	Private	Minn. Stat. 13.46, subd. 2
220-5060cSP	Mentor Commitment Statement 220-5060cSP.pdf	Private	Minn. Stat. 13.46, subd. 2
220-5060bSP	Mentor Enrollment Form 220-5060bSP.pdf	Private	Minn. Stat. 13.46, subd. 2
220-5050eSP	Mentor Tracking List 220-5050eSP.pdf	Private	Minn. Stat. 13.46, subd. 2
210-5100x	Minnesota Voter Registration Application 210-5100x.pdf	Private	Minn. Stat. 13.46, subd. 2
	Mini-Mental Examination - Health Services.pdf	Private	Minn. Stat. 13.46, subd. 2
300.051A	Moose Lake Master Movement Log 300.051A.pdf	Private	Minn. Stat. 13.46, subd. 2
420-5210e	MSOP Approved Privileged Call List 420-5210e.pdf	Private	Minn. Stat. 13.46, subd. 2

Name/ID	Description	Classification	Citation for classification
102.110B	MRC Proposal Review Form 102.110B.doc	Private	Minn. Stat. 13.46, subd. 2
230-5600g-5565	MSOP Discharge Aftercare Plan	Private	Minn. Stat. 13.46, subd. 2
310-5520d	MSOP Employee Baseline TB Screening Tool 310-5520d.pdf	Private	Minn. Stat. 13.46, subd. 2
310-5520e	MSOP Employee Serial TB Screening Tool 310-5520e.pdf	Private	Minn. Stat. 13.46, subd. 2
302.100L	MSOP Client Visit Log 302.100L.pdf	Private	, subd. 2 Minn. Stat. 13.46
415-5315a	MSOP ICS Briefing Form 415-5315a.doc	Private	Minn. Stat. 13.46, subd. 2
120-5700a	MSOP Mobile Computing Device Request Form 120-5700a.doc	Private	Minn. Stat. 13.46, subd. 2
420-5210a	MSOP Monitoring Notice 420-5210a.pdf	Private	Minn. Stat. 13.46, subd. 2
225-5030c	MSOP Off Campus Activity Review Form 225-5030c.pdf	Private	Minn. Stat. 13.46, subd. 2
225-5030b	MSOP Off-Campus Activity Request Form 225-5030b.pdf	Private	Minn. Stat. 13.46, subd. 2
125-5800b	MSOP Phase III Client Eligibility Worksheet for Use of Credit Cards and Accounts 125-5800b.pdf	Private	Minn. Stat. 13.46, subd. 2
	MSOP Probationary Evaluation.doc	Private	Minn. Stat. 13.46, subd. 2
415-5093a	MSOP Search Notice Memo 415-5093a.doc	Private	Minn. Stat. 13.46, subd. 2
500.620A	MSOP Routine Practitioner Orders 500.620A.pdf	Private	Minn. Stat. 13.46, subd. 2
215-5515a	MSOP-DOC Site Community Meeting Sign-Up Sheet 215-5515a.pdf	Private	Minn. Stat. 13.46, subd. 2
215-5513a-3075-MSOP-DOC	MSOP-DOC Site Consent for Sex Offender Treatment 215-5513a-3075-MSOP-DOC.pdf	Private	Minn. Stat. 13.46, subd. 2

Name/ID	Description	Classification	Citation for classification
215-5007o-2160A	Neuropsychological Assessment 215-5007o-2160A.doc	Private	Minn. Stat. 13.46, subd. 2
420-5250a	Notice and Receipt of Secured Items 420-5250a.doc	Private	Minn. Stat. 13.46, subd. 2
230-5650d-5550	Notice of Automatic Revocation of PD 230-5650d-5550.doc	Private	Minn. Stat. 13.46, subd. 2
	Neurological Flow Sheet.doc	Private	Minn. Stat. 13.46, subd. 2
602.500D-5050	Notice of Automatic Revocation of Transfer to CPS 602.500D-5050.doc	Private	Minn. Stat. 13.46, subd. 2
303.010E	Notice of Behavioral Expectations Hearing 303.010E.doc	Private	Minn. Stat. 13.46, subd. 2
110-5300a	Notice of Grievance Procedure ML Posting 110-5300a.pdf	Private	Minn. Stat. 13.46, subd. 2
110-5300b	Notice of Grievance Procedure SP Posting 110-5300b.pdf	Private	Minn. Stat. 13.46, subd. 2
202.120A-3060A	Notice of Determination Memo 202.120A-3060A.doc	Private	Minn. Stat. 13.46, subd. 2
230-5650b-5546	Notice of Revocation of PD 230-5650b-5546.doc	Private	Minn. Stat. 13.46, subd. 2
230-5651a-5546	Notice of Revocation of Provisional Discharge (230-5651a-5546)	Private	Minn. Stat. 13.46, subd. 2
230-5651c-5550	Notice of Automatic Revocation of Provisional Discharge (230-5651c-5550)	private	Minn. Stat. 13.46, subd. 2
	Notice of Non-Delivery of Mail Package.pdf	Private	Minn. Stat. 13.46, subd. 2
215-5060h	Notice of Special Review Board Hearing 215-5060h.pdf	Private	Minn. Stat. 13.46, subd. 2
215-5060j	Notice of Special Review Board Recommendation 215-5060j.pdf	Private	Minn. Stat. 13.46, subd. 2
210-5058d	Notice of Status of Report of Suspected Maltreatment 210-5058d.docx	Private	Minn. Stat. 13.46, subd. 2

Name/ID	Description	Classification	Citation for classification
602.500B-5046	Notice of Revocation of Transfer to CPS 602.500B-5046.doc	Private	Minn. Stat. 13.46, subd. 2
302.100G	Notice of Violation of Visiting Rules 302.100G.pdf	Private	Minn. Stat. 13.46, subd. 2
230-5650a-5551	Notice of Voluntary Return to MSOP from PD 230-5650a-5551.doc	Private	Minn. Stat. 13.46, subd. 2
602.500A-5051	Notice of Voluntary Return 602.500A- 5051.doc	Private	Minn. Stat. 13.46, subd. 2
420-5210d	Notification of Client Telephone Block 420-5210d.doc	Private	Minn. Stat. 13.46, subd. 2
215-5260a	Notification of Proposed Change of Status 215-5260a.docx	Private	Minn. Stat. 13.46, subd. 2
302.210D	Notification of Client Telephone Block 302.210D.doc	Private	Minn. Stat. 13.46, subd. 2
310-5227a	Nursing Care Plan 310-5227a.docx	Private	Minn. Stat. 13.46, subd. 2
310-5180b-4010M	Nursing Site Change Form 310-5180b- 4010M.doc	Private	Minn. Stat. 13.46, subd. 2
	Nursing Annual Assessment.doc	Private	Minn. Stat. 13.46, subd. 2
310-5180a	Nursing Transfer to DOC-Court 310- 5180a.doc	Private	Minn. Stat. 13.46, subd. 2
210-5058c-3511	Observation Data Form 210-5058c- 3511.pdf	Private	Minn. Stat. 13.46, subd. 2
	Nursing Transfer Document - Emergency - Medical Leave.doc	Private	Minn. Stat. 13.46, subd. 2
310-5530b	Ongoing TB Screening Tool for MSOP Clients 310-5530b.pdf	Private	Minn. Stat. 13.46, subd. 2
210-5058j	Options to Report Maltreatment of a Vulnerable Adult 210-5058j.pdf	Private	Minn. Stat. 13.46, subd. 2
220-5047b	Overdue Notice 220-5047b.pdf	Private	Minn. Stat. 13.46, subd. 2

Name/ID	Description	Classification	Citation for classification
	Package Certified Mail Record.pdf	Private	Minn. Stat. 13.46, subd. 2
	Pain Assessment.doc	Private	Minn. Stat. 13.46, subd. 2
204.047A	Permission to Review or Check Out Special Titles Form 204.047A.pdf	Private	Minn. Stat. 13.46, subd. 2
	Physical Activity Clearance.doc	Private	Minn. Stat. 13.46, subd. 2
	Physician's Progress Notes.doc	Private	Minn. Stat. 13.46, subd. 2
	Plan For Success-DOC.doc	Private	Minn. Stat. 13.46, subd. 2
107.030G	Polygraph Examination Report 107.030G.pdf	Private	Minn. Stat. 13.46, subd. 2
310-5175b	Post Blood borne Pathogen Exposure Information Form 310-5175b.pdf	Private	Minn. Stat. 13.46, subd. 2
220-5040a	Post-Secondary Education Agreement 220-5040a.pdf	Private	Minn. Stat. 13.46, subd. 2
215-5020a-2300	PPG Evaluation Consent 215-5020a-2300.pdf	Private	Minn. Stat. 13.46, subd. 2
215-5020c	PPG Post-Assessment Questionnaire 215-5020c.pdf	Private	Minn. Stat. 13.46, subd. 2
215-5020b	PPG Pre Assessment Packet 215-5020b.pdf	Private	Minn. Stat. 13.46, subd. 2
107.030D	Polygraph Referral Worksheet 107.030D.doc	Private	Minn. Stat. 13.46, subd. 2
210-5100d	Predatory Offender Change of Information Form 210-5100d.pdf	Private	Minn. Stat. 13.46, subd. 2
420-5250f	Pre-Discharge form 420-5250f.pdf	Private	Minn. Stat. 13.46, subd. 2
	Practitioner Order Form.doc	Private	Minn. Stat. 13.46, subd. 2

Name/ID	Description	Classification	Citation for classification
	Pre-Operative History-Physical Examination.docx	Private	Minn. Stat. 13.46, subd. 2
225-5030e-3060	Privilege Agreement 225-5030e-3060.pdf	Private	Minn. Stat. 13.46, subd. 2
415-5087c	Privileges and Possessions in the High Security Area 415-5087c.pdf	Private	Minn. Stat. 13.46, subd. 2
210-5058h	Program Abuse Prevention Plan 210-5058h.pdf	Private	Minn. Stat. 13.46, subd. 2
302.100S	Primary Therapist Review Form 302.100S.doc	Private	Minn. Stat. 13.46, subd. 2
420-5250d	Property List 420-5250d.pdf	Private	Minn. Stat. 13.46, subd. 2
1035/1040	Progress Note - Fillable.pdf	Private	Minn. Stat. 13.46, subd. 2
415-5085e-3516	Protective Isolation Status Final Appeal 415-5085e-3516.docx	Private	Minn. Stat. 13.46, subd. 2
415-5084d-3515	Protective Isolation Status Plan and Request For Extension 415-5084d-3515.docx	Private	Minn. Stat. 13.46, subd. 2
415-5085d-3515	Protective Isolation Status Plan and Request For Extension 415-5085d-3515.docx	Private	Minn. Stat. 13.46, subd. 2
415-5085c-3514	Protective Isolation Status Review 415-5085c-3514.docx	Private	Minn. Stat. 13.46, subd. 2
415-5085b-3512	Protective Isolation Status Review Request 415-5085b-3512.pdf	Private	Minn. Stat. 13.46, subd. 2
300.050EML	Property Pass 300.050EML.pdf	Private	Minn. Stat. 13.46, subd. 2
603.100BPD-5510	Provisional Discharge Case Plan 603.100BPD-5510.doc	Private	Minn. Stat. 13.46, subd. 2
215-5007i-2018B	Psychological Assessment 215-5007i-2018B.doc	Private	Minn. Stat. 13.46, subd. 2
115-5042a	Psychology Clinical Supervision Plan 115-5042a.doc	Private	Minn. Stat. 13.46, subd. 2

Name/ID	Description	Classification	Citation for classification
115-5042b	Psychology Supervision Documentation Form 115-5042b.doc	Private	Minn. Stat. 13.46, subd. 2
	Psychiatric Progress Note.doc	Private	Minn. Stat. 13.46, subd. 2
	Receipt by Mortician.pdf	Private	Minn. Stat. 13.46, subd. 2
	Record Certification.doc	Private	Minn. Stat. 13.46, subd. 2
500.190F-1020	Record Review Communication and Corrective Action Log (500.190F-1020).doc	Private	Minn. Stat. 13.46, subd. 2
215-5060o	Reduction in Custody PowerPoint 215-5060o.pdf	Private	Minn. Stat. 13.46, subd. 2
415-5090b	Reduction in Restraint Request 415-5090b.docx	Private	Minn. Stat. 13.46, subd. 2
215-5030a	Referral for Arousal Management-Hypersexuality Programming 215-5030a.docx	Private	Minn. Stat. 13.46, subd. 2
215-5007s-3070M	Referral for Psychiatric Services 215-5007s-3070M.docx	Private	Minn. Stat. 13.46, subd. 2
215-5007r-2122	Referral for Psychological Services and Assessment 215-5007r-2122.docx	Private	Minn. Stat. 13.46, subd. 2
320-5210b-11300M	Refusal of Medical Treatment 320-5210b-11300M.pdf	Private	Minn. Stat. 13.46, subd. 2
415-5010a	Refusal-Reasonable Suspicion Unclothed Visual Body Search Form 415-5010a.doc	Private	Minn. Stat. 13.46, subd. 2
310-5225a-1010M	Registration of Terminal Illness Form 310-5225a-1010M.docx	Private	Minn. Stat. 13.46, subd. 2
115-5403b	Reinstatement Training Assessment 115-5403b.pdf	Private	Minn. Stat. 13.46, subd. 2
500.190E	Record Transport Form 500.190E.doc	Private	Minn. Stat. 13.46, subd. 2
230-5650c-5545	Report of Revocation of PD 230-5650c-5545.doc	Private	Minn. Stat. 13.46, subd. 2

Name/ID	Description	Classification	Citation for classification
603.300C-5545	Report of Revocation of PD 603.300C-5545.doc	Private	Minn. Stat. 13.46, subd. 2
230-5651b-5545	Report of Revocation of Provisional Discharge	Private	Minn. Stat. 13.46, subd. 2
420-5210b	Request that Name be Included Excluded from Directory 420-5210b.pdf	Private	Minn. Stat. 13.46, subd. 2
415-5025a	Request to Carry a Mobile Device Within the Perimeter 415-5025a.pdf	Private	Minn. Stat. 13.46, subd. 2
135-5170a-6010	Request to Review Client Record 135-5170a-6010.pdf	Private	Minn. Stat. 13.46, subd. 2
602.500C-5045	Report of Revocation of Transfer to CPS 602.500C-5045.doc	Private	Minn. Stat. 13.46, subd. 2
205-230B-3150	Request, Notice, and Collection Procedure for Drug Testing form 205.230B-3150.pdf	Private	Minn. Stat. 13.46, subd. 2
310-5700a-2045M	Restraint Board Placement and Documentation 310-5700a-2045M.doc	Private	Minn. Stat. 13.46, subd. 2
410-5050aSP	Safety Pass Form 410-5050aSP.doc	Private	Minn. Stat. 13.46, subd. 2
410-5050b	Sample Activity Rosters 410-5050b.pdf	Private	Minn. Stat. 13.46, subd. 2
215-5231b-1005	Sealed Record Flowsheet 215-5231b-1005.pdf	Private	Minn. Stat. 13.46, subd. 2
320-5212b-1160M	Self-Administration of Medications (SAM) Contract 320-5212b-1160M.pdf	Private	Minn. Stat. 13.46, subd. 2
320-5212i	Self-Administration of Medications (SAM) Audit Toll (320-5212i)	Private	Minn. Stat. 13.46, subd. 2
210-5100g-2018	Sex Offender Assessment 210-5100g-2018.docx	Private	Minn. Stat. 13.46, subd. 2
107.030A	Sexual Offending History Questionnaire 107.030A.pdf	Private	Minn. Stat. 13.46, subd. 2
215-5060c-2015a	Sexual Violence Risk Assessment Report 215-5060c-2015a.doc	Private	Minn. Stat. 13.46, subd. 2

Name/ID	Description	Classification	Citation for classification
215-5060l-2015d	Sexual Violence Risk Assessment Report Amendment 215-5060l-2015d.doc	Private	Minn. Stat. 13.46, subd. 2
215-5060k-2015c	Sexual Violence Risk Assessment Report Update 215-5060k-2015c.doc	Private	Minn. Stat. 13.46, subd. 2
310-5175c	Source Individuals Blood Testing Results Form 310-5175c.pdf	Private	Minn. Stat. 13.46, subd. 2
107.030H-2350	Sexual Offending History Summary 107.030H-2350.doc	Private	Minn. Stat. 13.46, subd. 2
215-5060p	Special Review Board Summary 215-5060p.pdf	Private	Minn. Stat. 13.46, subd. 2
215-5060i	Special Review Board Victim Notification 215-5060i.pdf	Private	Minn. Stat. 13.46, subd. 2
420-5300e	Spiritual Diet Menu Application Agreement 420-5300e.pdf	Private	Minn. Stat. 13.46, subd. 2
420-5300f	Spiritual Meals Form 420-5300f.pdf	Private	Minn. Stat. 13.46, subd. 2
215-5060e-5001	SRB Petition 215-5060e-5001.docx	Private	Minn. Stat. 13.46, subd. 2
215-5060d-2010a	SRB Treatment Report 215-5060d-2010a.docx	Private	Minn. Stat. 13.46, subd. 2
215-5060k-2015c	Sexual Violence Risk Assessment Report Update 215-5060k-2015c.doc	Private	Minn. Stat. 13.46, subd. 2
215-5060n-2010d	SRB Treatment Report Amendment 215-5060n-2010d.doc	Private	Minn. Stat. 13.46, subd. 2
215-5060m-2010c	SRB Treatment Report Update 215-5060m-2010c.doc	Private	Minn. Stat. 13.46, subd. 2
310-5520a	Staff Mantoux Consent Form 310-5520a.pdf	Private	Minn. Stat. 13.46, subd. 2bd. 2
415-5079a	Staff Toolbox 415-5079a.pdf	Private	Minn. Stat. 13.46, subd. 2
410-5032b	Standing Event Letter 410-5032b.doc	Private	Minn. Stat. 13.46, subd. 2

Name/ID	Description	Classification	Citation for classification
300.051B	St. Peter Master Movement Log 300.051B.pdf	Private	Minn. Stat. 13.46, subd. 2
210-5100s-1022	Statement to Permit Payment 210-5100s-1022.pdf	Private	Minn. Stat. 13.46, subd. 2
	State Employee's Personal Property Admin form.pdf	Private	Minn. Stat. 13.46, subd. 2
103.015B-OSI	Student Internship Program Student Waiver 103.015BOSI.pdf	Private	Minn. Stat. 13.46, subd. 2
220-5030a	Therapeutic Community Meeting Format 220-5030a.pdf	Private	Minn. Stat. 13.46, subd. 2
210-5100u-2070	Therapeutic Recreation Initial Assessment 210-5100u-2070.docx	Private	Minn. Stat. 13.46, subd. 2
225-5030d	Transport Fax 225-5030d.pdf	Private	Minn. Stat. 13.46, subd. 2
215-5007t-3010	Treatment Memo 215-5007t-3010.docx	Private	Minn. Stat. 13.46, subd. 2
215-5007q-7002	Treatment Review Meeting Notice 215-5007q-7002.doc	Private	Minn. Stat. 13.46, subd. 2
420-5015c	Unit Cleaning and Volunteering Opportunities ML 420-5015c.xlsx	Private	Minn. Stat. 13.46, subd. 2
420-5015d	Unit Cleaning and Volunteering Opportunities SP 420-5015d.xlsb	Private	Minn. Stat. 13.46, subd. 2
DHS-6122	Treatment Report to Court DHS 6122-ENG.doc	Private	Minn. Stat. 13.46, subd. 2
420-5015b	Unit Food Event Order Form 420-5015b.pdf	Private	Minn. Stat. 13.46, subd. 2
300.051E	Unit Count Report 300.051E.pdf	Private	Minn. Stat. 13.46, subd. 2
	Unit Meeting Notes.doc	Private	Minn. Stat. 13.46, subd. 2
	Unpaid Leave of Absence - Extension request form.doc	Private	Minn. Stat. 13.46, subd. 2

Name/ID	Description	Classification	Citation for classification
415-5080b	Use of Force Review Form 415-5080b.doc	Private	Minn. Stat. 13.46, subd. 2
215-5260g	Victim Notification Denial Letter 215-5260g.docx	Private	Minn. Stat. 13.46, subd. 2
215-5260f	Victim Notification File Summary 215-5260f.docx	Private	Minn. Stat. 13.46, subd. 2
210-5260b	Victim Notification Status Form 210-5260b.docx	Private	Minn. Stat. 13.46, subd. 2
215-5260e	Victim Status Declaration Form 215-5260e.docx	Private	Minn. Stat. 13.46, subd. 2
215-5260d	Victim Status Declaration Letter 215-5260d.docx	Private	Minn. Stat. 13.46, subd. 2
	Unpaid Leave of Absence - Request form.doc	Private	Minn. Stat. 13.46, subd. 2
302.100A	Visiting Application 302.100A.pdf	Private	Minn. Stat. 13.46, subd. 2
302.100E	Visiting Restriction Notice 302.100E.doc	Private	Minn. Stat. 13.46, subd. 2
302.100O	Visitor Application Notification 302.100O.pdf	Private	Minn. Stat. 13.46, subd. 2
302.100N	Visitor List 302.100N.pdf	Private	Minn. Stat. 13.46, subd. 2
302.100D	Visitor Notification of Search 302.100D.pdf	Private	Minn. Stat. 13.46, subd. 2
302.100P	Visitor Registration Form 302.100P.pdf	Private	Minn. Stat. 13.46, subd. 2
310-5300a-5721M	Vital Signs Record 310-5300a-5721M.pdf	Private	Minn. Stat. 13.46, subd. 2
220-5070a	Vocational Assignment Application 220-5070a.pdf	Private	Minn. Stat. 13.46, subd. 2
220-5070c	Vocational Evaluation Form 220-5070c.doc	Private	Minn. Stat. 13.46, subd. 2

Name/ID	Description	Classification	Citation for classification
210-5100v-2080	Vocational Initial Assessment 210-5100v-2080.docx	Private	Minn. Stat. 13.46, subd. 2
220-5070f	Vocational Placement Memo 220-5070f.doc	Private	Minn. Stat. 13.46, subd. 2
302.100R	Visitor Sign In 302.100R.pdf	Private	Minn. Stat. 13.46, subd. 2
120-5130a	Vocational Program Orientation Checklist 120-5130a.pdf	Private	Minn. Stat. 13.46, subd. 2
220-5070b	Vocational Programming Agreement Form 220-5070b.pdf	Private	Minn. Stat. 13.46, subd. 2
220-5070e-3011	Vocational Treatment Notice 220-5070e-3011.xps	Private	Minn. Stat. 13.46, subd. 2
410-5043a	Volunteer Application 410-5043a.pdf	Private	Minn. Stat. 13.46, subd. 2
210-5058a-3015	Vulnerable Adult Assessment 210-5058a-3015.doc	Private	Minn. Stat. 13.46, subd. 2
302.100F	Volunteer Application for Visiting 302.100F.pdf	Private	Minn. Stat. 13.46, subd. 2
	Wound Care Flow Sheet.doc	Private	Minn. Stat. 13.46, subd. 2
Business Continuity employee call tree phone numbers	Across DHS, Division Directors, managers and business recovery directors keep personal cell and home phone numbers of agency personnel in case of a business interruption and the need to call staff after hours. These call trees are a substitute in case SEMA4 is offline during an emergency and system generated phone numbers through the payroll system are unavailable.	Private	Minn. Stat. 13.46, subd. 2
DHS=3813 User Agreement for PRO	To grant access individuals to MEC2 PRO.	Private	Minn. Stat. 13.46, subd. 2

Administration: Health Care Administration (HCA)

Reporting Unit:

Health Care

Name/Title of Contact:

Woods, Matthew

Name/ID	Description	Classification	Citation for classification
Medical Assistance and General	Forms containing information about income, assets, personal	Private	Minn. Stat. 13.46, subd. 2
Medical Assistance Case Files Forms, DHS-1829, DHS-1844, DHS-1931, 16123, 16124, 16125, 16126, 6696, 6696A, 6696B, 4740	Forms containing information about income, assets, medical condition, personal history, financial data about relatives or other persons responsible for the medical care of the individual, records of care and treatment provided to the individual - statement of disability, statement that abortion is the result of rape or incest, statement of need for abortion, when applicable. Detailed Accounting of Private/Welfare Differential for Medical Assistance Residents	Private	Minn. Stat. 13.46, subd. 2
Asset Assessment DHS-3340 for LTC payment, 3340A, 3340B, 3340C	Used by Long-Term Care/MA. Includes name, SSN, address, & assets.	Private	Minn. Stat. 13.46, subd. 2
Health Care Renewal Form DHS-3418 + 5 Languages	Used by MA, Food Stamps, Cash Assistance. Includes name, address, SSN, income, & assets. Used by Health Care Programs	Private	Minn. Stat. 13.46, subd. 2 & 5
Need to Renew, modified Need to Renew, PDM, ROP	METS generated notices for renewals that were not auto-renewed and reasonable opportunity period and periodic data match	Private	Minn. Stat. 13.46, subd. 2

Name/ID	Description	Classification	Citation for classification
Manual Notices: MA/MCRE ROP Items not returned	Manual notices held in ONEsource	Private	Minn. Stat. 13.46, subd. 2
Application DHS-3417	SSN, income and assets.	Private	Minn. Stat. 13.46, subd. 2 & 5
Medical Referral of PCUR Program Recipient, DHS-2978	Primary care physician uses this form to authorize restricted recipient to obtain care from another physician.	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-3372 Tax Refund Premium Payment Plan	Form used to authorize the MinnesotaCare program to collect tax refunds to pay for the MinnesotaCare program.	Private	Minn. Stat. 13.46, subd. 2
DHS-1844 Medical Expenses	Form used to report medical expenses incurred during the month of application for a health care program.	Private	Minn. Stat. 13.46, subd. 2 & 5
DHS-35313543, 3543A	Medical Assistance Application used by individuals entering or living in a long-term care facility or individuals eligible for home care services through the Elderly Waiver.	Private	Minn. Stat. 13.46, subd. 2
DHS-3348	Request for verification of employer insurance for the MinnesotaCare program.	Private	Minn. Stat. 13.46, subd. 2
MinnesotaCare Outreach Grant Project Consent for the Release of Information	MinnesotaCare Outreach Grant Project - Consent for the Release of Information. Consent for the release of information to establish or maintain enrollment in the MinnesotaCare program.	Private	Minn. Stat. 13.46, subd. 2
DHS-3271	MinnesotaCare Verification Form - used to obtain additional information or	Private	Minn. Stat. 13.46, subd. 2

Name/ID	Description	Classification	Citation for classification
	verify information already provided.		
DHS-0029	Adults Without Children Computation Worksheet-MA	Public	
DHS-0029B	Family Income Computation Worksheet - MA Method A	Private	Minn. Stat. 13.46, subd. 2
DHS-0029C	MA/QMB Income Computation Worksheet Method B Elderly/Blind/Disabled	Private	Minn. Stat. 13.46, subd. 2
DHS-0029D	MA/QMB Income Computation Worksheet Method B SMLB/QWD/QI	Private	Minn. Stat. 13.46, subd. 2
DHS-0029E	Medical Assistance With a Spenddown for Families With Children	Private	Minn. Stat. 13.46, subd. 2
DHS-1503	Physician's Certification Statement	Private	Minn. Stat. 13.46, subd. 2
DHS-1743	Physician's Recertification	Private	Minn. Stat. 13.46, subd. 2
DHS-1958 & 3 languages	Information on Child Support Enforcement and Referral to Support and Collections	Private	Minn. Stat. 13.46, subd. 2
Request for a MHCP Member's Claim Payment History (DHS-2133)	County staff use this form to request a recipient claim payment history, generally for MA estate recovery.	Private	Minn. Stat. 13.46, subd. 2
DHS-2686A	Notification of Opening/Closing for MA/MinnesotaCare	Private	Minn. Stat. 13.46, subd. 2
DHS-3050	LTC Facility Notification	Private	Minn. Stat. 13.46, subd. 2
DHS-3081	Agreement to Prepay MA Spenddown	Private	Minn. Stat. 13.46, subd. 2

Name/ID	Description	Classification	Citation for classification
DHS-3161	Agreement to Use Designated Provider	Private	Minn. Stat. 13.46, subd. 2
DHS-3180	Client Option Spenddown Bill	Private	Minn. Stat. 13.46, subd. 2
DHS-3261	Expense Reimbursement Form	Private	Minn. Stat. 13.46, subd. 2
DHS-3195	Inter-Agency care transfer form	Private	Minn. Stat. 13.46, subd. 2
DHS-3328	MinnesotaCare Form to Obtain Social Security Number	Private	Minn. Stat. 13.46, subd. 2
DHS-3341	Asset Reduction Worksheet	Private	Minn. Stat. 13.46, subd. 2
	Referral Letter application transfer	Public	
DHS-3403	MinnesotaCare Fee for Service Letter	Private	Minn. Stat. 13.46, subd. 2
DHS-3437	Giving Permission for Someone to Act on My Behalf	Private	Minn. Stat. 13.46, subd. 2
DHS-3439	Medicare Buy-in Referral Letter	Private	Minn. Stat. 13.46, subd. 2
DHS-3443	Discharge Information Sheet	Private	Minn. Stat. 13.46, subd. 2
DHS-3525	Minnesota Medical Assistance Application/Renewal- Breast and Cervical Cancer Coverage Group- application and renewal form for new MA category.	Private	Minn. Stat. 13.46, subd. 2
DHS-3525A	Certificate for Further Treatment Required Medical Opinion: form completed by physician to certify medical treatment needed.	Private	Minn. Stat. 13.46, subd. 2

Name/ID	Description	Classification	Citation for classification
DHS-3979	Notice of privacy	Private	Minn. Stat. 13.46, subd. 2
DHS-6124	Authorization to Disclose Information for Disability Determination-used by counties and the State Medical Review Team to collect Medical Review Team to determine disability	Private	Minn. Stat. 13.46, subd. 2
DHS-6125, DHS-6126	Adult and Children's Disability Worksheet-used by the State Medical Review Team to determine disability	Private	Minn. Stat. 13.46, subd. 2
DHS-2237A, & DHS-2237B Medical Service Questionnaire	Used to collect information from MHCP recipients who may have been injured. The form asks for information to allow DHS to make a decision about possible third party payment responsibility.	Private	Minn. Stat. 13.46, subd. 2
DHS-2903 Work Injury Report	Used to collect information from MHCP recipients when data from the Department of Labor and Industry indicates a possible workers' compensation claim. Information is used to determine if DHS may have an intervention claim to recover medical expenses and/or subsistence payments from a liable third party.	Private	Minn. Stat. 13.46, subd. 2
Referral for a MA Lien or Notice of Potential Claim (DHS-3203)	Counties submit this form to DHS to refer real property for a potential lien for MA repayment when either of these two	Private	Minn. Stat. 13.46, subd. 2

Name/ID	Description	Classification	Citation for classification
	circumstances exist: (1) an MA member is approved for long-term care services or (2) an MA member who received services at 55 years old or older has died.		
ADA Invoice Dental Invoice	National claim submission form for dental services.	Private	Minn. Stat. 13.46, subd. 2
CMS-1500 Medical Services Invoice	National claim submission form for professional services.	Private	Minn. Stat. 13.46, subd. 2
UB04/CMS-1450 Institutional Services Invoice	National claim submission form for institutional (facility) services.	Private	Minn. Stat. 13.46, subd. 2
DHS-3535 & DHS-3535A MHCP Provider Information Change Form	Used by Minnesota Health Care Program providers to change their provider information: 3535: Individual 3535A: Group, Facility, or Billing Entity.	Private	Minn. Stat. 13.46, subd. 2
DHS-3538 Authorization Request for Dental Implants	Used to request authorization for dental implants for Minnesota Health Care Program recipients.	Private	Minn. Stat. 13.46, subd. 2
Request for Group Health Plan Information (DHS-3767)	This form asks an employee or former employee who has access to health insurance through an employer to provide information about the insurance so that Medical Assistance can determine whether the insurance is cost effective.	Private	Minn. Stat. 13.46, subd. 2.
Request for Employee's Group Health Plan Information (DHS-3767A)	This form asks an employer to provide information about a current or former employee's insurance offered through the	Private	Minn. Stat. 13.46, subd. 2.

Name/ID	Description	Classification	Citation for classification
	employer's group health plan offerings.		
Request for Individual Health Plan Information (DHS-3767B)	This form asks a policyholder, or potential policyholder, of an individual health plan purchased on the private market to provide insurer contact information, provide a release authorizing the local agency to contact the insurer, and provide information about any insurance the policyholder is enrolled in.	Private	Minn. Stat. 13.46, subd. 2.
Request for Policyholder's Insurance Information (DHS-3767C)	This form asks an insurer to provide information about a policyholder's enrollment.	Private	Minn. Stat. 13.46, subd. 2
Your Health Insurance Is Cost Effective (DHS-3767E)	This form notifies MA applicants and members that their other health insurance is cost effective and qualifies for premium reimbursement.	Private	Minn. Stat. 13.46, subd. 2
Your Health Insurance Is Not Cost Effective (DHS-3767F)	This form tells MA applicants and members that their other health insurance is not cost effective.	Private	Minn. Stat. 13.46, subd. 2
Application for a Good Cause Waiver (DHS-3767G)	Application that members of the public fill out when requesting a waiver from paying their premiums of cost-effective health insurance.	Private	Minn. Stat. 13.46, subd. 2
Determination for a Good Cause Waiver (DHS-3767H)	This form is sent to people who applied for a waiver of a county's decision that their other insurance is cost effective. This tells them	Private	Minn. Stat. 13.46, subd. 2

Name/ID	Description	Classification	Citation for classification
	whether or not the waiver has been granted and what that means.		
DHS-4015 Home and Community Based Waivered Services Provider Application	Used to enroll as a Minnesota Health Care Program HCBS provider.	Private	Minn. Stat. 13.46, subd. 2
DHS-4016 MHCP Enrollment Application	Used to enroll as a Minnesota Health Care Program provider.	Private	Minn. Stat. 13.46, subd. 2
DHS-4022, DHS-4022A, DHS-4022B, DHS-4022C	4022: Personal Care Providers Application: Used to enroll as a	Private	Minn. Stat. 13.46, subd. 2
MHCP Provider Packet	Personal care provider. 4022A: MHCP Provider Agreement Addendum PCPOs: 4022B: Provider Agreement Addendum PCA Choice Provider	Public	
DHS-4043 & Enrollment Application for Nursing Facilities or ICF/DDs & MHCP Provider Agreement for Nursing Home Facilities	Used by nursing homes and ICF/DDs to enroll as an MHCP provider: 4043: Application	Private	Minn. Stat. 13.46, subd. 2
DHS-4045 Specialized Wound Therapy Authorization Form for MHCP	Used to request authorization for specialized wound therapy.	Private	Minn. Stat. 13.46, subd. 2
DHS-4049 Enrollment Application for Billing Organizations Serving MHCP —Pay to Providers	Used by billing organizations to enroll with MHCP and indicate provider affiliation	Private	Minn. Stat. 13.46, subd. 2
DHS-4075 Authorization Request for Standers and Accessories	Used as a guideline to request authorization to obtain stander and accessories through MHCP.	Private	Minn. Stat. 13.46, subd. 2

Name/ID	Description	Classification	Citation for classification
DHS-4087 Update Form for Clearinghouses and Billing Intermediaries	Used by billing organizations to update their provider affiliations	Private	Minn. Stat. 13.46, subd. 2
DHS-4138 Provider Agreement	Agreement between MHCP and MHCP providers.	Private	Minn. Stat. 13.46, subd. 2
DHS-4224 ICF/DD Training and Habilitation Agreement	Agreement between ICF/ and training and habilitation vendor for provision of and billing for training and habilitation services.	Private	Minn. Stat. 13.46, subd. 2
DHS-4315 Authorization Request for Wheelchairs, Scooters and Accessories	Used to obtain additional information necessary to review wheelchair and scooter authorization requests.	Private	Minn. Stat. 13.46, subd. 2
DHS-4370 Information Needed for Authorization Requests for Enclosed Medical Beds	Used as a guideline to request authorization to obtain enclosed medical beds.	Private	Minn. Stat. 13.46, subd. 2
DHS-4424 Universal Drug Prior Authorization Form	Used to request prescription drug prior authorization.	Private	Minn. Stat. 13.46, subd. 2
DHS-4437 Authorization Request for Prosthetics and Orthotics	Used to request authorization to obtain prosthetics or orthotics.	Private	Minn. Stat. 13.46, subd. 2
DHS-4469 Individual PCA Provider Enrollment Application	Used to enroll an individual PCA provider.	Private	Minn. Stat. 13.46, subd. 2
DHS-4474 MHCP Enrollment Application for Health Care Case Coordinators	Used to enroll individual case coordinator provider	Private	Minn. Stat. 13.46, subd. 2
DHS-4535 Authorization Evaluation Form for Augmentative	Used to request authorization for augmentative	Private	Minn. Stat. 13.46, subd. 2.

Name/ID	Description	Classification	Citation for classification
Communication Devices & Accessories	communication devices and accessories.		
DHS-4611 & DHS-4611A MHCP Provider Agreement, DHS-4611B –Agreement for Volunteer Dentists	Agreement between MHCP and: 4611: PCA 4611A: Individual non-pay-to provider	Private	Minn. Stat. 13.46, subd. 2.
DHS-4633 Home Health Certification and Plan of Care	Used to request long term skilled nursing visits or home health agency services.	Private	Minn. Stat. 13.46, subd. 2
DHS-4646 Child and Teen Checkups (C&TC) Program Provider Agreement	Agreement between MHCP and C&TC providers.	Private	Minn. Stat. 13.46, subd. 2
DHS-4668 MHCP Pharmacist Enrollment Application	Application to enroll as MHCP pharmacist.	Private	Minn. Stat. 13.46, subd. 2
DHS-4695 Authorization Form	Used to request authorization for rendering services that require authorization.	Private	Minn. Stat. 13.46, subd. 2
DHS-4718 Electronic Remittance Advice	Used to request addition or removal of electronic RAs to or from a provider.	Private	Minn. Stat. 13.46, subd. 2
DHS-4740 MFPP Application/Renewal	Used to enroll/renew enrollment as a Minnesota Family Planning Program (MFPP) provider.	Private	Minn. Stat. 13.46, subd. 2
Special Needs or Pooled Trust Referral (DHS-4759)	Counties complete and send this form to DHS when an MA member is the beneficiary of a special needs or pooled trust that is an excluded asset.	Private	Minn. Stat. 13.46, subd 2.
DHS-4878 Chiropractic Information Form	Used with DHS-4695 to obtain authorization for chiropractic services.	Private	Minn. Stat. 13.46, subd 2.

Name/ID	Description	Classification	Citation for classification
DHS-4879 Vision Therapy Form	Used with DHS-3066 to obtain authorization for vision therapy services.	Private	Minn. Stat. 13.46, subd 2.
Notice of Estate Claim for Medical Assistance (DHS-4934)	Used by county agencies to provide notice of a possible estate claim to the heirs/survivors of a recipient.	Private	Minn. Stat. 13.46, subd 2.
Annuity Designation for MA-LTC Applicants (DHS-5036)	This form is used when an MA applicant and/or an MA applicant's spouse own an annuity. It is used to tell the annuity company to name DHS as the preferred remainder beneficiary of the annuity.	Private	Minn. Stat. 13.46, subd. 2.
Notice of Obligation to Issuer of Annuity (DHS-5037)	Counties send this form to issuer of an annuity to prompt designation of DHS as a preferred remainder beneficiary.	Private	Minn. Stat. 13.46, subd 2.
DHS-5068 & DHS 5069 Certification & Recertification Application Relocation Services Coordination – Targeted Case Management (RSC-TCM) Provider	Used to enroll, re-enroll RSC-TCM provider.	Private	Minn. Stat. 13.46, subd 2.
DHS-5078 & DHS-5078A MHCP Provider Threshold Notification	Notices to demonstrate that a provider's annual active MHCP recipient case load has reached the threshold.	Private	Minn. Stat. 13.46, subd. 2
DHS-5259 Disclosure of Ownership and Control Interest Statement for Participating Providers	Used by MHCP enrolling entities to disclose owners, managers, etc., and their control interest in the provider business.	Private	Minn. Stat. 13.46, subd. 2

Name/ID	Description	Classification	Citation for classification
DHS-5308 MHCP Applicant Assurance Statement - CHWs	Used by community health workers to verify their credentialing.	Private	Minn. Stat. 13.46, subd. 2
DHS-5329 Provider Agreement Addendum Pharmacy Unit Dose Dispensing	Used by pharmacies to enroll as a _unit dose dispensing pharmacy.	Private	Minn. Stat. 13.46, subd. 2
DHS-5550 Provider Entity Sale or Transfer Addendum	Used to inform MHCP Provider Enrollment of a health care provider's sale or ownership transfer.	Private	Minn. Stat. 13.46, subd. 2
DHS-5637 Children's Residential Treatment Contract Cover Sheet	Used by county to notify MHCP of a county-contracted Children's Residential Treatment provider.	Private	Minn. Stat. 13.46, subd. 2
DHS-5639 Mental Health Targeted Case Management (MH-TCM) Contract Cover Sheet	Used by county to notify MHCP of a county-contracted MH-TCM provider.	Private	Minn. Stat. 13.46, subd. 2
DHS-5702 Child Welfare Targeted Case Management (CW-TCM) Contract Cover Sheet	Used by county to notify MHCP of a county-contracted CW-TCM provider.	Private	Minn. Stat. 13.46, subd. 2
MHCP Applicant Assurance Statement (Telemedicine)	Used by provider to assure MHCP of their telemedicine capabilities	Private	Minn. Stat. 13.46, subd. 2
DHS-5716 MHCP Individual PCA Information Change Form	Used by provider to notify MHCP of an enrolled individual PCA's change (name, address, affiliation, etc.).	Private	Minn. Stat. 13.46, subd. 2
DHS-5732 MHCP Applicant Assurance Statement Community Health Clinic	Used by enrolled provider to assure MHCP of its community health clinic status	Private	Minn. Stat. 13.46, subd. 2

Name/ID	Description	Classification	Citation for classification
DHS-5748 MHCP Applicant Assurance Statement Community Mental Health Center	Used by enrolled provider to assure MHCP of its community mental health center status	Private	Minn. Stat. 13.46, subd. 2
DHS-5849 Nutritional Supplemental Authorization Request – Program HH	Used by providers to request authorization for nutritional Supplement for HIV program recipients.	Private	Minn. Stat. 13.46, subd. 2
DHS-5856 PCA Program Responsible Party Agreement and Plan	Used by provider to indicate to responsible party of their agreement and duty as a responsible party.	Private	Minn. Stat. 13.46, subd. 2
DHS-5857 Tribal Provider Statement of Assurance for PCA Assessment	Used by tribal provider to assure MHCP of their PCA assessment responsibilities.	Private	Minn. Stat. 13.46, subd. 2
DHS-5858 Third Party Administrator MCO Setup Form	Used by billing organization to notify MHCP whenever an MCO is added or removed.	Private	Minn. Stat. 13.46, subd. 2
DHS-5859 TPA Enrollment Application	Used by third party administrator to enroll with MHCP.	Private	Minn. Stat. 13.46, subd. 2
Transfer on Death Deed Application for a Medical Assistance Clearance Certificate (DHS-5893)	This form is filled out by members of the general public and sent to the county agency. This process described in law allows a county agency to assert its claim against real property transferred by a transfer on death deed (TODD).	Private	Minn. Stat. 13.46, subd. 2.
Medical Assistance Clearance Certificate for a Transfer on Death Deed (DHS-5893A)	Local agencies use this form to tell a TODD clearance certificate applicant whether there is a claim for the cost of AC, GAMC, and/or MA services against the real property described	Private	Minn. Stat. 13.46, subd. 2.

Name/ID	Description	Classification	Citation for classification
	in the clearance certificate application.		
DHS-5899 Home Care Shared Services Agreement (PDN or PCA)	Used by provider and recipient to indicate that recipient will be receiving shared PDN/PCA services.	Private	Minn. Stat. 13.46, subd 2
DHS-5947 Home Infusion Pharmacy Applicant Assurance Statement	Used by pharmacy to assure MHCP of its home infusion status.	Private	Minn. Stat. 13.46, subd. 2
DHS-6000 Designation of PCA Billing Person	Used by PCA agency to notify MHCP of its billing person.	Private	Minn. Stat. 13.46, subd. 2
DHS-6005 PCA Agency Applicant Assurance Statement	Used by PCA Agency to assure MHCP of its status.	Private	Minn. Stat. 13.46, subd. 2
DHS-6008 Authorization Request for Bath/Shower/Toileting Equipment	Used by provider to request bath/shower/toileting equipment for recipient use.	Private	Minn. Stat. 13.46, subd. 2
DHS-6025 Limited Authorization Dental Hygienist Assurance Statement	Used by provider to assure MHCP of their collaborative practice dental hygienist status.	Private	Minn. Stat. 13.46, subd, 2
DHS-6033 PCA Agency Surety Bond	Used by PCA agency to inform MHCP of its surety bond.	Private	Minn. Stat. 13.46, subd. 2
DHS-6041 PCA Agency Personnel List and Affiliation	Used by PCA agency to notify MHCP of its employees	Private	Minn. Stat. 13.46, subd. 2
DHS-6095 Certified Mental Health Rehabilitation Professional Assurance Statement	Used by provider to assure MHCP of its certified MH rehab prof status.	Private	Minn. Stat. 13.46, subd. 2
DHS-6109 Clinic Tool for the Assessment and	Used as a tool by providers to assess and manage recipient non-cancer pain,	Private	Minn. Stat. 13.46, subd. 2

Name/ID	Description	Classification	Citation for classification
Management of Persistent Pain	and for recipient to use as a pain management guide.		
DHS-6119 TMD Treatment Information Request Form	Used by providers to request temporomandibular joint disorder (TMD) authorization.	Private	Minn. Stat. 13.46, subd. 2
Decree of Descent Application for a Medical Assistance Clearance Certificate (DHS-6165A)	The general public uses this form to apply to a county agency for a Medical Assistance clearance certificate in a decree of descent proceeding.	Private	Minn. Stat. 13.46, subd. 2.
DHS-6165A Application for Certificate of Clearance for Medical Assistance Claims – Decree of Descent	Used by petitioner/attorney to apply for clearance for medical assistance claims.	Private	Minn. Stat. 13.46, subd. 2
Medical Assistance Clearance Certificate for a Decree of Descent DHS-6165B	Used by DHS to grant certificate of clearance for medical assistance claims.	Private	Minn. Stat. 13.46, subd. 2
DHS-6207 Credit Claim Void (Take-back) Request	Used by lead agencies (counties/tribes) to request removal of a provider's claims to adjust service authorization, if the provider did not initiate a request within 7 days of the county's/tribe's request.	Private	Minn. Stat. 13.46, subd. 2
DHS-6246 Medication Therapy Management Services (MTMS) Authorization Request – Program HH	Used by provider to request MTMS for AIDS/HIV program recipients.	Private	Minn. Stat. 13.46, subd. 2
DHS-6249 LOCUS Recording Form	Used by provider to document LOCUS assessment of recipient.	Private	Minn. Stat. 13.46, subd. 2

Name/ID	Description	Classification	Citation for classification
DHS-6189A – 6189Z and DHS- 6189AA – 6189CC Provider Applicant Assurance Statements	Used by providers to enroll with Minnesota Health Care Programs	Private	Minn. Stat. 13.46, subd. 2
DHS-6683 Essential Community Supports Program (ECS) Financial Eligibility Worksheet	County and tribal case managers use this form to determine financial eligibility for the Essential Community Supports Program (ECS) for unmarried couples when both are requesting ECS and married couples when spouse is served under AC, EW or in a nursing home.	Private	Minn. Stat. 13.46, subd. 2
DHS-6693A Essential Community Supports Program Worksheet	County and tribal case managers use to determine financial eligibility for the Essential Community Supports Program (ECS) for a married individual when only one spouse is requesting services.	Private	Minn. Stat. 13.46, subd. 2
DHS-6826 Essential Community Supports (ECS) Financial Disclosure form	Form to be used by case managers for disclosure of financial assets by people applying for the Essential Community Supports Program.	Private	Minn. Stat. 13.46, subd. 2
DHS-3548 Alternative Care Program Client Disclosure form	Form to be filled out to determine financial eligibility for the AC Program.	Private	Minn. Stat. 13.46, subd. 2
DHS-2630 Alternative Care Program Eligibility Worksheet for Unmarried Individuals or Married Couples When Both May Choose the Alternative Care Program or a	A form case managers use to determine financial eligibility or the Alternative Care Program for unmarried individuals, married couples when both choose the Alternative Care Program or a married	Private	Minn. Stat. 13.46, subd. 2

Name/ID	Description	Classification	Citation for classification
Married Person Whose Spouse is an EW Recipient or is Living in a Nursing Facility	person whose spouse is an EW Recipient or living in a nursing facility.		
DHS-2630A Alternative Care Program Eligibility Worksheet for a Married Person who has a Community Spouse	A form case managers use to determine financial eligibility for the Alternative Care Program for married individuals who have a community spouse	Private	Minn. Stat. 13.46, subd. 2
DHS-3428 Minnesota Long Term Care Consultation Services Assessment Form	This form is used by lead agencies (county, tribal, managed care organizations) to record LTC assessments.	Private	Minn. Stat. 13.46, subd. 2
DHS-3428A Minnesota Long Term Care Consultation Services Assessment Form: SW Section	This form is used by lead agencies (county, tribal, managed care organizations) to record LTC assessments.	Private	Minn. Stat. 13.46, subd. 2
DHS-3428Q Person's Evaluation of Foster Care, Customized Living, or Adult Day Service	This form collects feedback from managed care members eligible for the Elderly Waiver program and who receive customized living, foster care and/or adult day services.	Private	Minn. Stat. 13.46, subd. 2
DHS-4667 Prescription Drug Reconsideration Request Form	Reconsideration request for a denied prior authorization request for coverage of prescription drugs	Private	Minn. Stat. 13.46, subd. 2
DHS-4695 Authorization Form	Prior authorization request for medical services, equipment and supplies and provider-administered drugs	Private	Minn. Stat. 13.46, subd. 2
DHS-7085 Hepatitis C Drug Prior Authorization	Prior authorization request for Hepatitis C Drugs	Private	Minn. Stat. 13.46, subd. 2

Name/ID	Description	Classification	Citation for classification
DHS-5212 Immunomodulator Drug Authorization Form	Prior authorization request for Immunomodulator Drugs	Private	Minn. Stat. 13.46, subd. 2
DHS-7072 High Dose Opioid Drug Authorization	Prior authorization request for high dose opioid drugs	Private	Minn. Stat. 13.46, subd. 2
DHS-6176 Psychiatric Consultation Request Form	This form is for prescribers to request a Collaborative Psychiatric Consultation (Consultation), which is required before prescriptions for second generation antipsychotics and ADHD drugs prescribed outside of dosing guidelines will be paid for by MHCP for children under the age of 18.	Private	Minn. Stat. 13.46, subd. 2
DHS-6176 Psychiatric Consultation Request Form	Prior authorization request for the drug Synagis	Private	Minn. Stat. 13.46, subd. 2
DHS-3641 Advance Recipient Notice of Non-covered Prescription	This form is for prescriber to authorize recipient to pay out-of-pocket for non-covered prescription and to provide recipient advance notice that the provider is allowed to charge the recipient for the non-covered prescription.	Private	Minn. Stat. 13.46, subd. 2
DHS-2146 Consent for Release of Employment Information	Combination form used to verify employment information	Private	Minn. Stat. 13.46, Subd. 2a
DHS-2975 Transition Year Medical Assistance Quarterly Report	Used to determine continuing TYMA eligibility	Private	Minn. Stat. 13.46, Subd. 2a

Name/ID	Description	Classification	Citation for classification
DHS-3444 Medicare Application Referral Letter	Informs enrollee that they must apply for Medicare or health care may end. Explains what is needed by Social Security Administration (SSA). SSA will verify the person applied and was approved or denied for Parts A and/or B	Private	Minn. Stat. 13.46, Subd. 2a
DHS-3453 Sponsor Letter	Reminds sponsors of their agreement to support an immigrant and/or reimburse public assistance funds spent for that person. Requests proof of income and assets	Private	Minn. Stat. 13.46, Subd. 2a
DHS-3726 Information for People Who Have Served in the U.S. Military	This document will be used by workers to notify veterans of resources available through the U.S. Department of Veterans Affairs and the Minnesota Department of Veterans Affairs	Private	Minn. Stat. 13.46, Subd. 2a
DHS-3727 Combined Annual Renewal For Certain Populations	This form is sent annually to adults without children who receive Supplemental Security Income (SSI) or SSI and Retirement, Survivors and Disability Insurance (RSDI) income only. This form is used to review the person's continued eligibility for Medical Assistance (MA), Supplemental Nutrition Assistance Program (SNAP), Minnesota Supplemental Assistance (MSA) or Group Residential Housing (GRH)	Private	Minn. Stat. 13.46, Subd. 2a

Name/ID	Description	Classification	Citation for classification
DHS-3876 Application for Certain Populations	Application form that is used to apply for Medical Assistance (MA) with a non-MAGI basis of eligibility	Private	Minn. Stat. 13.46, Subd. 2a
DHS-3881 Minnesota Hospital Presumptive Eligibility Application	This application will be used by hospitals to determine presumptive eligibility for MA. HPE offers temporary MA coverage while person applies for regular MA or other health care coverage	Private	Minn. Stat. 13.46, Subd. 2a
DHS-3902 Request for Information after Renewal	Workers will send this letter with the DHS-6696A to households with members who can have Medical Assistance (MA) determined under an aged, blind or disabled basis. This letter is sent after a household's MNSure renewal has been processed	Private	Minn. Stat. 13.46, Subd. 2a
DHS-3904 MHCP Medicare Drug Coverage letter	This form tells recipients that Medical Assistance (MA) will not cover most prescription drugs if the recipient is eligible for Medicare Part D	Private	Minn. Stat. 13.46, Subd. 2a
DHS-3907 Information Needed for Reported Changes	Form to be used by workers when changes in circumstances have been reported in households such as an address change, income change, etc.	Private	Minn. Stat. 13.46, Subd. 2a
DHS-3908 MHCP We Need Information About Your New Household Member	Worker will send this form to enrollees when a new household member is being reported. A DHS-3271 Request for Information	Private	Minn. Stat. 13.46, Subd. 2a

Name/ID	Description	Classification	Citation for classification
	will be sent along with this form		
DHS-3918 Medical Assistance for Employed Persons with Disabilities (MA-EPD) Late Request for Medicare Part B Reimbursement	This form is used to make a late request for Medicare Part B reimbursement for an MA-EPD enrollee.	Private	Minn. Stat. 13.46, Subd. 2a
DHS-3952 Confirmation of Medically Needy Enrollment in Minnesota Medical Assistance	Worker will send this form to enrollees when they request a document showing the months they or someone else in the household was enrolled in MA coverage as medically needy in Minnesota	Private	Minn. Stat. 13.46, Subd. 2a
DHS-3954 MHCP Retroactive Medical Assistance (MA) Notice	Manual Notice sent by worker to enrollees who request retroactive MA coverage and whose retroactive coverage cannot be determined in MAXIS	Private	Minn. Stat. 13.46, Subd. 2a
DHS-3959 Important Information - You Must Act Now	Worker will use this form to notify the enrollee that they are no longer eligible for Medical Assistance (MA) because their income is higher than the limit. The form will give them options on what to do	Private	Minn. Stat. 13.46, Subd. 2a
DHS-3960 Request for Information for Past Health Coverage	The form is sent by a worker to an applicant to obtain information to determine health care eligibility for months prior to the month of application	Private	Minn. Stat. 13.46, Subd. 2a

Name/ID	Description	Classification	Citation for classification
DHS-4279 MHCP Employer Statement	Client gives permission for employer to share information. Reports start date, hourly wage, hours worked per week, other income (tips, etc.).	Private	Minn. Stat. 13.46, Subd. 2a
DHS-4600 Notice of Medical Assistance Overpayment	Notice sent to clients when DHS paid and should not have for enrollees on Medical Assistance (MA).	Private	Minn. Stat. 3.46, Subd. 2a
DHS-4796 MHCP Change Request Form	This form is completed by enrollees who have a change in job, marital status, assets, day care, medical expenses, child support or any other changes to report	Private	Minn. Stat. 13.46, Subd. 2a
DHS-4843A Proof of U.S. Citizenship - Statement by Applicant/Enrollee	Client fills out this form and signs for proving citizenship	Private	Minn. Stat. 13.46, Subd. 2a
DHS-4939 Notice of Overpayment	This letter is used to inform a client that they were overpaid for medical services. The letter requests a repayment from the client	Private	Minn. Stat. 13.46, Subd. 2a
DHS-5038 MHCP Request to Reopen Medical Assistance (MA) (for individuals incarcerated less than 12 months)	This application is for inmates who had Medical Assistance (MA) before incarceration. It replaces a renewal or the HCAPP application for individuals incarcerated for less than 12 months who had their MA suspended upon incarceration. This application does not apply to individuals who were enrolled in another MHCP program or are	Private	Minn. Stat. 13.46, Subd. 2a

Name/ID	Description	Classification	Citation for classification
	incarcerated for more than one year		
DHS-5143 Required Annuity Information	Workers use this form to gather required information on annuities owned by Minnesota Health Care Program enrollees	Private	Minn. Stat. 13.46, Subd. 2a
DHS-5492 MHCP Returned Documents	Workers will use this letter when returning proofs of verification to clients	Private	Minn. Stat. 13.46, Subd. 2a
DHS-5576 Combined Six-Month Report	Report form that is sent to enrollees who are required to complete a six month renewal for health care and/or food support. The form also acts a monthly report form for enrollees who are required to report monthly for food support and cash during those months in which a six month renewal for health care or food support is also required	Private	Minn. Stat. 13.46, Subd. 2a
DHS-5792C MA for Enrollees Who Have a Spenddown or Waiver Obligation	This stuffer will inform Medical Assistance (MA) enrollees who are on a spenddown as to what they can do to lower their spenddown amount	Private	Minn. Stat. 13.46, Subd. 2a
DHS-5994 Report on Status of Person Living in a County Correctional Facility	This document is completed by county correctional facility staff and sent to the local county human services agency. It informs the agency that a former prison inmate is now living in the county jail as a resident and not an inmate	Private	Minn. Stat. 13.46, Subd. 2a

Name/ID	Description	Classification	Citation for classification
DHS-6035A Proof of Residence	Workers use this form to request third-party verification of a Minnesota Health Care Programs enrollee's address. This is used only if the enrollee has signed an Authorization to Give Information form, DHS-6035	Private	Minn. Stat. 13.46, Subd. 2a
DHS-6231 Citizenship and Identity Proofs	A list of acceptable proofs that health care applicants and enrollees can provide to prove citizenship and identity	Private	Minn. Stat. 13.46, Subd. 2a
DHS-6260C MHCP MA for Employed Persons with Disabilities (MA-EPD) Approval Notice for American Indians	Workers send this letter at approval and renewal to American Indians who qualify for MA-EPD without a premium	Private	Minn. Stat. 13.46, Subd. 2a
DHS-6670 Health Care Application Transfer Form	This form is used to transfer paper health care applications to the correct county of residency for processing	Private	Minn. Stat. 13.46, Subd. 2a
DHS-2120 - Household Report Form	Reporting form used by clients to report income, asset and circumstance changes usually on a scheduled basis.	Private	Minn. Stat. 13.46, Subd. 2a
DHS-2128 - MHCP Renewal for People Receiving LTC Services	Medical Assistance enrollees must complete this form periodically to confirm on-going eligibility for MA to pay for long-term care services.	Private	Minn. Stat. 13.46, Subd. 2a
4125 - Intra-County Notice of Chemical	Form for county CCDTF staff to notify county	Private	Minn. Stat. 13.46, Subd. 2a

Name/ID	Description	Classification	Citation for classification
Dependency IMD Placement	financial workers to change health care eligibility for clients receiving chemical dependency treatment in an IMD.		
4145 - County Notice of IMD Resident Status	This form allows Institutions for Mental Diseases (IMDs) providing treatment for mental illness to report to counties when an individual enters and leaves the program, enabling counties to enroll these individuals in the correct health care program.	Private	Minn. Stat. 13.46, Subd. 2a
4277 - LTC Spenddown Refund or Non-Collection	Nursing homes (long-term care facilities) send this form to county workers as needed regarding MA enrollees' long-term care spenddowns.	Private	Minn. Stat. 13.46, Subd. 2a
4915 - MA Payment of LTC Services	This document is used to notify Medical Assistance enrollees of approval, denial, or ending of MA payment for long-term care services.	Private	Minn. Stat. 13.46, Subd. 2a
5181 - Lead Agency Case Manager/Worker Communication Form	This form is to be used by lead agency case managers and workers to ensure that the process to determine if applicants or enrollees are eligible to receive MA payments for services received through the HCBS	Private	Minn. Stat. 13.46, Subd. 2a

Name/ID	Description	Classification	Citation for classification
	waiver program is initiated promptly.		
5426, 5426A, 5426C, 5426D, 5426E	Long Term Care Partnership forms	Private	Minn. Stat. 13.46, Subd. 2a
5532 - Annuity Data Worksheet	This form is an optional worker tool used for gathering information from an annuity contract which may be used to determine MHCP eligibility.	Private	Minn. Stat. 13.46, Subd. 2a
5590 - MA-LTC Case Checklist	This form is an optional worker tool that may be used to determine eligibility for MA payment of LTC services	Private	Minn. Stat. 13.46, Subd. 2a
5816 - Intra-County Notice of Social Services IMD Placement	Form for county social services staff to notify county financial workers to change health care eligibility for clients receiving treatment for mental illness in an IMD.	Private	Minn. Stat. 13.46, Subd. 2a
6059A, 6059B, 6059C	Medical Expense Report Forms	Private	Minn. Stat. 13.46, Subd. 2a
6112 - MHCP Medical Need	This form is sent by worker to clients to determine if a reported health care expense was medically necessary.	Private	Minn. Stat. 13.46, Subd. 2a
6364 - Hardship Waiver Request for Information	Workers send this form to MA applicants and enrollees who have requested a waiver of their LTC transfer penalty due to hardship. The form requests information needed to determine if a waiver can be granted.	Private	Minn. Stat. 13.46, Subd. 2a

Name/ID	Description	Classification	Citation for classification
DHS-2828A-ENG Long-Term Services and Supports Notice of Action (Assessments and Reassessments)	The Long-Term Services and Supports Notice of Action for Assessments and Reassessments form is used by county and tribal agencies after a person has had an assessment or reassessment. It helps identify a decision in the program or service delivery and notify the recipient of the program or service of their appeal rights regarding the action(s).	Private	Minn. Stat. 13.46, Subd. 2a
DHS-2828B-ENG Long-Term Services and Support Notice of Action (Assessments and Reassessments)	The Long-Term Services and Support Notice of Action for Assessments and reassessments form is used by county and tribal agencies after a person has had an assessment or reassessment. It helps identify a decision in the program or service delivery and notify the recipient of the program or service of their appeal rights regarding the action(s).	Private	Minn. Stat. 13.46, subd. 2
DHS-2828B-ENG Long-Term Services and Support Notice of Action (Service Plan)	The Long-Term Services and Support Notice of Action for Service Plans form is used by county and tribal agencies to identify a decision in the program or service delivery and notify the recipient of the program or service of their appeal rights regarding the action(s).	Private	Minn. Stat. 13.46, subd. 2
DHS-6789-ENG Monitoring Technology	This document has information for lead	Private	Minn. Stat. 13.46, subd. 2

Name/ID	Description	Classification	Citation for classification
Approval Request Process	agencies about the process to use monitoring technology supervision.		
DHS-6789A-ENG Monitoring Technology Approval Request	Lead Agencies only need to complete and submit this form to use a video camera in a participant's bedroom. The lead agency must receive approval from the DHS monitoring technology review panel to use a camera and video equipment in a person's bedroom.	Private	Minn. Stat. 13.46, subd. 2
DHS-6789B-ENG Participant Consent for use of Monitoring Technology	A case manager fills out/completes this form with the person who is using monitoring technology. The lead agency is required to keep a completed copy of this form on file when a provider proposes to use monitoring technology with a waiver participant.	Private	Minn. Stat. 13.46, subd. 2
DHS-6789C-ENG Affected Participant Consent for use of Monitoring Technology	A case manager fills out/completes this form with the roommate/affected person of a participant who is using monitoring technology. If applicable, the lead agency is required to keep a completed copy of this form on file when a provider proposes to use monitoring technology with the waiver participant.	Private	Minn. Stat. 13.46, subd. 2
DHS-7176H-ENG HCBS Rights Modification	Case managers/Care coordinators use this form when a person requires a modification to their rights	Private	Minn. Stat. 13.46, subd. 2

Name/ID	Description	Classification	Citation for classification
Support Plan Attachment	based on specific and individualized assessed needs that are necessary to ensure his/her health, safety, and well-being. If the person agrees to the changes, the license holder/provider implements the modification as identified and agrees to in this form.		

Administration: Operations

Reporting Unit: General Counsel's Office

Name/Title of Contact: Akbay, Amy

Name/ID	Description	Classification	Citation for classification
DHS-3549	General Consent/Authorization for Release of Information ENG.	Private	Minn. Stat. 13.46, subd. 2
DHS-3994	Injury Protection Program (IPP) - Participation Information & Authorization to Release Medical Information.	Private	Minn. Stat. 13.46, subd. 2
(Court Case and Notarized)	Form used to verify the identity of a person requesting information relating to a legal proceeding ENG.	Private	Minn. Stat. 13.46, subd. 2
DHS- 4259 (Notarized)	A notarized form used to verify the identity of a person requesting information about another individual(s) ENG.	Private	Minn. Stat. 13.46, subd. 2

Administration: Operations

Reporting Unit: Human Resources and Management Services

Name/Title of Contact: Jones, Connie

Name/ID	Description	Classification	Citation for classification
<p>County Personnel Data for Merit System staff and applicants. Forms DHS-850, 852, 857, 858, 2426, 2429. Applicant test answer sheets , promotional rating forms and employee personnel files.</p>	<p>Data about applicants and employees of county social/human services agencies that is not listed as public data in Minn. Stat. 13.43; home address and telephone number, social security number, disability status (as it relates to testing accommodations), protected group status, performance evaluations, disciplinary actions (before final disposition).</p>	<p>Private</p>	<p>Minn. Stat. 13.43, subd. 2, 3 & 4</p>
<p>Department of Human Services, Human Resources forms DHS-1768, Appointment Notification Form, Employee Data Change Request Form, Employee Tracking Record Form, Emergency Contact form, Employee Data form, Employee Development Interview form, Informal Consent to the Release of Private Personnel Data Form, and Insurance Premium Recovery Authorization form. Personnel, medical, and workers' compensation files on employees.</p>	<p>Data about employees of the State of Minnesota, Department of Human Services, and some applicants that is not listed as public data in Minn. Stat. 13.43. The data on employees includes employee social security numbers, home addresses, home telephone numbers, dates of birth, protected group status, disability status, performance evaluations, medical information and disciplinary action until final disposition. Data on applicants includes social security number, home address, and home telephone number.</p>	<p>Private</p>	<p>Minn. Stat. 13.43, subd. 2, 3 & 4</p>

Name/ID	Description	Classification	Citation for classification
Grievance and Investigation files	Investigative data for pending civil action.	Confidential	Minn. Stat. 13.39

Administration: Operations

Reporting Unit: Office for Equity, Development and Performance

Name/Title of Contact: Hailu, Zecharias

Name/ID	Description	Classification	Citation for classification
Discrimination/Harassment Complaint Form.	Requests information about instances of discrimination and harassment in the workplace.	Private	Minn. Stat. 13.43, subd. 4
Employee Request for Reasonable Accommodation form.	Requests information on an employee disability and need for reasonable job accommodation.	Private	Minn. Stat. 13.43, subd. 4
Authorization for Release of Medical Information	Requests information for the purposes of releasing medical data for a request for a reasonable job accommodation.	Private	Minn. Stat. 13.43, subd. 4
Self-Declaration Form/Applicant Tracking form.	Requests information on applicants for purposes of evaluating recruiting effectiveness.	Private	Minn. Stat. 13.43, subd. 4
Civil Rights Complaint Form – DHS-2807-ENG	Requests information from clients regarding instances of discrimination in service delivery.	Private	Minn. Stat. 13.43, subd. 4 45 C.F.R. § 80.7

Administration: Operations

Reporting Unit: Appeals Division

Name/Title of Contact: John Freeman

Name/ID	Description	Classification	Citation for classification
DHS-0033	Appeal to State Agency ENG, HMINNESOTA, RUS, SOM, SPA, VIE.	Private	Minn. Stat. 13.46, subd. 2
DHS-0035	State Agency Appeals Summary ENG, HMINNESOTA, RUS, SOM, SPA, VIE.	Private	Minn. Stat. 13.46, subd. 2
DHS-4457	Request for Department Resolution of Financial Responsibility Dispute ENG.	Private	Minn. Stat. 13.46, subd. 2
DHS-3132	Request for Administrative Disqualification Hearing	Private	Minn. Stat. 13.46, subd. 2
DHS-3132A	CCAP Request for Administrative Disqualification.	Private	Minn. Stat. 13.46, subd. 2

Administration: Operations

Reporting Unit: Financial Operations

Name/Title of Contact: Cammack, Martin

Name/ID	Description	Classification	Citation for classification
Payments by subprogram and Issuance ID (MEC²)	Detailed payment listing containing payee name, payment date, voucher number, issuance ID number, payment dollar amount, child ID number, child name, family name, family ID number, county name and provider name and ID number	Private	Minn. Stat. 13.46, subd. 2
Economic Support Program Payment System, MAXIS Daily Input and Backup Reports.	Computerized database information containing payment listings and recoveries by client name which contains program warrant number, amount, transaction number, case number, benefit month, bank account information, and client/vendor addresses.	Private	Minn. Stat. 13.46, subd. 2
SSI (Supplemental Security Income) Payment documents, Supporting information, reports, and databases. DHS1728	Payment documents which contain client names, addresses, case numbers, social security numbers, and expenditure data. Vendor name and address. Electronic databases are used for verification, payment, and reporting purposes.	Private	Minn. Stat. 13.46, subd. 2
Automatic Withdrawal Plan member information and signed authorization forms and correspondence.	Image file: Automatic Withdrawal Plan authorizations from 15 county agencies, approximately 2000 Health Care Program recipients and 70 health care providers, giving permission to DHS to withdraw a monthly payment from the client's bank account to pay the client's monthly or annual obligation. Information includes: client names, obligation #s, case #, phone #s, bank account #s, and signatures. Retained after closure for 3 years. Open cases must be retained until closed.	Private	Minn. Stat. 13.46, subd. 2

Name/ID	Description	Classification	Citation for classification
Image archive receipt data and images	Images include front and back of check and invoice stub. Data includes: remitter name, check number, check amount, deposit number, deposit date, and deposit code. Retained per record retention schedule.	Private	Minn. Stat. 13.46, subd. 2
Parental Fee System	Computer data base, includes names addresses, SSNs, and AGI info used to calculate parental fees.	Private	Minn. Stat. 13.46, subd. 2
Parental Fee Data DHS Forms 2977, 2981and 2982	Data concerning the ability of a parent to pay for the cost of Medical Assistance Services for the parent's child.	Private	Minn. Stat. 13.46, subd. 2
(FSG) Family Support Grant County of Financial Responsibility Form Spreadsheet	Spreadsheet that contains the names, client numbers, transfer dates, and amounts of grant of clients that changed counties. Funding follows client. Also, e-mail and form notification of each transfer.	Private	Minn. Stat. 13.46, subd. 2
Child Support Warrant Detail Reports	Data used for child support warrant reconciliation and redemption issues. Date includes transaction number, warrant number, and Case ID.	Private	Minn. Stat. 13.46, subd. 2
Collection System	Includes demographic information on clients with debt owed to department.	Private	Minn. Stat. 13.46, subd. 2
Images of State of Minnesota Warrants issued by DHS on CD	Images of State of MINNESOTA warrants issued by DHS (front and back) to include SWIFT, MAXIS, MEC2, Child Support, MMIS, SSIS and all other warrants are retain indefinitely.	Private	Minn. Stat. 13.46, subd. 2.

Administration: Operations

Reporting Unit: Office of Inspector General - Licensing

Name/Title of Contact: Davis, Dawn

Name/ID	Description	Classification	Citation for classification
MS-2139	Application for family child care, group family child care, and family foster care, for Individual Adult Foster Care.	Private	Minn. Stat. 13.46, subd. 4
DHS-1995	Physicians report on family child care and group family child care, foster home applicants.	Private	Minn. Stat. 13.46, subd. 4
MS-2164	Family Child Care Licensing Checklist	Private	Minn. Stat. 13.46, subd. 4
MS-2076	Includes Personnel Information Form	Private	Minn. Stat. 13.46, subd. 4
MS-2074	Staffing patterns	Private	Minn. Stat. 13.46, subd. 4
DHS- 4679	Staff in-service training record	Private	Minn. Stat. 13.46, subd. 4
MS-2088	Separation report	Private	Minn. Stat. 13.46, subd. 4
MS-2087	Monthly unqualified substitute report	Private	Minn. Stat. 13.46, subd. 4
MS-2082	Child Care Immunization Record	Private	Minn. Stat. 13.46, subd. 4
MS-2160	Child Care Admission and Arrangements Form	Private	Minn. Stat. 13.46, subd. 4
MS-2086	Variance request form which may include identifying information about individuals	Public/Private	Minn. Stat. 13.46, subd. 4
MS-2134	Licensing Intake Report form identifies reporter and allegations of rule violation(s), alleged victim, alleged perpetrator	Private	Minn. Stat. 13.46, subd. 4

Name/ID	Description	Classification	Citation for classification
Complaint File	Includes the investigation material gathered as a result of either maltreatment or licensing complaint	Private/ Confidential	Minn. Stat. 13.46, subd. 4, Minn. Stat. 626.556 & 626.557
MS-0802	Investigation data form. Includes name, address, phone, and other private data	Private	Minn. Stat. 13.46 subd. 3, Minn. Stat. 626,556 subd 11 & 626.557 subd. 12 (b)
Contact with AFC Licensor Maltreatment Reports.	Form used to indicate contact with adult foster care licensor when a maltreatment report is substantiated	Private	Minn. Stat. 13.46, subd. 3, Minn. Stat. 626,556 subd 11 & 626.557 subd. 12 (b)
MS-2085	Child Care Center Accident Report	Private	Minn. Stat. 13.46, subd. 4
MS-0838	New Directors Registration Form	Private	Minn. Stat. 13.46, subd. 4
MS-2200	Interagency Request for Inspection	Public/Private	Minn. Stat. 13.46, subd. 4
Request for reconsideration of maltreatment determination	Optional form that may be used by an individual who is requesting reconsideration of a maltreatment determination	Private	Minn. Stat. 13.46, subd. 4
MS-2302- Monthly Use of Experienced Aides Report	A child care center that uses experienced aides must Record their use of experienced aids. Records must be kept on-site and given to the Commissioner upon request.	Private	Minn. Stat. 13.46, subd. 4
MS-2131-Notice to Department of Human Services Licensing Division Report Form - Death MS-2130 Notice to Department of Human Services Licensing Report Form-Serious Injury	These forms are only used to notify the DHS Licensing Division of the occurrence of deaths and serious injuries of consumers who receive licensed services for persons with developmental disabilities.	Private	Minn. Stat. 13.46, subd. 4

Name/ID	Description	Classification	Citation for classification
Foster Care Training & Skills Form	In order for an agency to place an individual who relies on medical equipment to sustain life or monitor a medical condition with foster care provider, the agency must ensure that the foster care provider has received the training to operate such equipment. Form is used to document training and skills and the information on the form must be updated annually.	Private	Minn. Stat. 13.46, subd. 4
Investigation Data Form	Form used for documenting investigative Confidential/Private Minn. Stat. 626.557 data during investigations conducted Minn. Stat. 626.5572 under the Reporting of Maltreatment Minn. Stat. 626.556 of Vulnerable Adults Act and Definitions; and the Reporting of Maltreatment of Minors Act.	Confidential/Private	Minn. Stat. 626.557, Minn. Stat. 626.5572, Minn. Stat. 626.556
Licensing review checklist	Form used for documenting compliance with licensing requirements during on-site licensing reviews.	Public/Private	Minn. Stat. 13.46
DHS-4127	Notice of Privacy Practices for license holders.	Private	Minn. Stat. 13.46
MS-2067	Floor Plan- Child Care Center	Private	Minn. Stat. 13.46, subd. 4
MS-2114	Staffing Patterns- Adult Day Services	Private	Minn. Stat. 13.46, subd. 4
DHS-3613	Floor Plan- Adult Day Services	Private	Minn. Stat. 13.46, subd. 4
DHS-3612	Summary of Staff Information – Adult Day Services	Private	Minn. Stat. 13.46, subd. 4
Division of Licensing form – no DHS number	Form for requesting a variance for a disqualified person when services are not provided in the license holder’s own home.	Private	Minn. Stat. 13.46, subd. 4

Name/ID	Description	Classification	Citation for classification
DHS-2075	Summary of Personnel Information	Private	Minn. Stat. 13.46, subd. 4
DHS-2083	Health Care Summary	Private	Minn. Stat. 13.46, subd. 4

Administration: Operations

Reporting Unit: Office of Inspector General – Background Studies

Name/Title of Contact: Davis, Dawn

Name/ID	Description	Classification	Citation for classification
Request for Reconsideration of Disqualification	Optional form that may be used by an individual who has been disqualified under the Human Services Background Studies Act providing direct contact services in DHS, DOC, and MDH licensed programs, and non-licensed personal care provider organizations	Private	Minn. Stat. 13.46, subd. 4
Conviction Reporting Form	Probation Officers/Corrections Agents report disqualifying crimes committed by persons affiliated with licensed programs and non-licensed personal care provider organizations	Private	Minn. Stat. 13.46, subd. 4
Background Study Clearance	Results of background study sent to study subject and facility	Private	Minn. Stat. 13.46, subd. 4
Background Study Received, Study Not Yet Complete	Acknowledgement of background study received and more time is needed to complete study. Sent to study subject and facility	Private	Minn. Stat. 13.46, subd. 4
DHS-6977	Guardian and conservator consent form	Private	Minn. Stat. 13.46, subd. 4
DHS-7124	Child Foster Care or Adoption Background Study	Private	Minn. Stat. 13.46, subd. 4
DHS-7125	Consent for release of information from Minnesota state-wide database of substantiated abuse/neglect	Private	Minn. Stat. 13.46, subd. 4
DHS-7610	Consent/Authorization for release of information	Private	Minn. Stat. 13.46, subd. 4
Fingerprint Authorization Extension Request (online form)	Request to extend the fingerprint and photo authorization expiration date	Private	Minn. Stat. 13.46, subd. 4

Name/ID	Description	Classification	Citation for classification
Background Study Profile Update Request (online form)	Request to update name or date of birth information	Private	Minn. Stat. 13.46, subd. 4
NETStudy Roster Import Process – Request for Background Study ID (online form)	Request for Background Study Identification numbers	Private	Minn. Stat. 13.46, subd. 4
Licensed Family Child Care – Legal Non-licensed Child Care Background Study Data Collection Form	Request for Background Study Information	Private	Minn. Stat. 13.46, subd. 4
CFC BGS Data Collection Form – AFC/FADS Data Collection Form	Request for Background Study Information	Private	Minn. Stat. 13.46, subd. 4

Administration: Operations

Reporting Unit: Office of Inspector General – Financial Fraud and Abuse
 Name/Title of Contact: Polston, Michael

Name/ID	Description	Classification	Citation for classification
DHS-4300	Request for Worker's Compensation Information	Private	Minn. Stat. 13.46, subd.2
DHS-3131	Notice of Intentional Program Violation (IPV)	Private	Minn. Stat. 13.46, subd. 2
DHS-3131A	CCAP Notice of Intentional Program Violation (IPV)	Private	Minn. Stat. 13.46, subd. 2
DHS-3134	Notice of Program Disqualification	Private	Minn. Stat. 13.46, subd. 2
DHS-3134A	Child Care Assistance Program (CCAP) Notice of Program Disqualification for CCAP Providers	Private	Minn. Stat. 13.46, subd. 2
DHS-4771	Healthcare Fraud Investigation Referral	Private	Minn. Stat. 13.46, subd. 2
DHS-3429	Disqualification Consent Agreement	Private	Minn. Stat. 13.46, subd. 2
DHS-3429A	CCAP Disqualification Consent Agreement	Private	Minn. Stat. 13.46, subd. 2
MHCP MRRP Medical Referral For MRRP Enrollee (online)	MN Restricted Recipient Primary Physician referral to specialist	Private	Minn. Stat. 13.46, subd. 2
Minnesota Restricted Recipient Program – Request to Change Provider	MN Restricted Recipient Primary Providers Change Request	Private	Minn. Stat. 13.46, subd. 2
Provider Selection Form	MN Restricted Recipient Selection of Primary Providers	Private	Minn. Stat. 13.46, subd. 2

ACRONYMS & ABBREVIATIONS

Acronym/abbreviation	Term or Phrase
A	
ADA	Americans With Disabilities Act
AGI	Adjusted Gross Income
AIDS	Acquired immunodeficiency Syndrome
AMRTC	Anoka-Metro Regional Treatment Center
B	
BPRS	Brief Psychiatric Rating Scale
BTU	Behavioral Therapy Unit
C	
C&TC	Child and Teen Checkups
CBHH	Community behavioral health hospitals
CCAP	Child Care Assistance Program
CCDS	Coordinated care delivery system
CD	Chemical Dependency
CDA	Chemical Dependency
CDC	Chemical Dependency Counselor
CFR	Code of Federal Regulations
CFS	Children and Family Services
CISPA	Critical Item Suicide Potential Assessment
CPS	Child Protection Services, or Community Preparation Services
CSP	Community Support Plan
CSS	Community Support Services
CW	Child Welfare
D	

Acronym/abbreviation	Term or Phrase
DAANES	Minnesota “Drug and Alcohol Abuse Normative Evaluation Systems”
DCT	Direct Care and Treatment
DHHS	Deaf and Hard-of-Hearing Services Division
DISCUS	Dyskinesia Identification System: Condensed User Scale
DOB	Date of Birth
D-SNAP	Disaster Supplemental Nutrition Assistance Program
DWP	Diversions Work Program
E	
ECT	Electroconvulsive Therapy
ENG	English
ES	Employment Services
F	
FS	Forensic Services
G	
GA	General Assistance
GAMC	General Assistance Medical Care
H	
HCBS	Home and Community Based Waivered Services
HCO	Health Care Operations
HH	Head of Household
HIIF	Health Insurance Information Form
HIV	Human Immunodeficiency viruses
HMN	Hmong
I	
ICF	Intermediate Care Facility (term obsolete)

Acronym/abbreviation	Term or Phrase
IDT	Interdisciplinary Team
IIP	Individual Interagency Intervention Plan
IPP	Injury Protection Program
IPV	Intentional Program Violation
ISP	Individual Support Plan
L	
LTC	Long Term Care
M	
MINNESOTACPD	Minnesota Center for Professional Development Data
MAXIS	derived from Minnesota ACCESS
MDHS	Minnesota Department of Human Services
MEC2 PRO	Minnesota Electronic Child Care System
METO	Minnesota Extended Treatment Option
MFIP	Minnesota Family Investment Program
MI	Mentally Ill
MHCP	Minnesota Health Care Programs
MOSES	Monitoring of Side-Effects Scale
Minn. Stat.	Minnesota Statutes
MSA	Minnesota Supplemental Aid
MSH	Minnesota State Hospital
MSOCS	Minnesota State Operated Community Services
MSOP	Minnesota Sex Offender Program
MRRP	Minnesota Restricted Recipient Program
MTMS	Medication Therapy Management Services
N	

Acronym/abbreviation	Term or Phrase
NACCRAWare	National Association of Child Care Resources and Referral Agencies Aware
P	
PCA	Personal Care Attendant
PCUR	Primary Care Utilization Review
PD	Provisional Discharge
PRO	Peer Review Organization
Q	
QI	Qualified individual
QMB	Qualified Medicare Beneficiary
QWD	Qualified Working Disabled Adult
R	
RCA	Refugee Cash Assistance
R.E.E.T.A.I.N.	Retaining Early Educators through Attaining Incentives Now
RN	Registered nurse
RPO	Resettlement Programs Office
RSC	Regional Services Center for Deaf and Hard of Hearing People
RSC-TCM	Regional Services Center for Deaf and Hard of Hearing People - Targeted Case Management
RSDI	Retirement, Survivors, Disability Insurance
RUS	Russian
RTC	Regional Treatment Center
S	
SAM	System for Award Management
SDP	Sexually dangerous person

Acronym/abbreviation	Term or Phrase
SEMA4	Payroll, human resources and benefits system
SMLB	Specified Low-Income Medicare Beneficiary
SMRT	State Medical Review Team
SNAP	Supplemental Nutrition Assistance Program
SNAP E&T	Supplemental Nutrition Assistance Program Employment and Training
SNS	Supplemental nursing services agency
SOM	Somali
SOS	State Operated Services
SPA	State Plan Amendment, or Spanish
SPP	Sexual psychopathic personality
SRB	Special Review Board
SSA	Social Security Administration
SSI	Supplemental Security Income
SSIS	Social Service Information System
SSN	Social Security Number
SWIFT	State Wide Integrated Financial Tools
T	
T.E.A.C.H	Teacher Education and Compensation Helps
TED	Treatment Episode Data Set
TCM	Targeted Case Management
V	
VA	Vulnerable adult
Vie	Vietnamese
VP	Video Phone for the Deaf and Hard of Hearing