



# **Indiana Mental Health Funds Recovery Program**

## **PARTICIPANT ACTIVITY LOG**

**For the Period of 09-09-19 to 09-15-19**

**This Participant Activity Log (PAL) is only for your convenience. You must transfer your notes and activity codes to the online Time Study.**

**NAME:** \_\_\_\_\_

*(please print)*

**Activity Log  
Day One  
Monday 09-09-19**

<b>Activity Code Descriptions</b>		
A: Direct Medical & Other Medicaid Services	G1: Referral, Coordination & Monitoring of Medicaid Svcs.	K: Medicaid Administrative Training
B: Non Medical, Non-Medicaid, Educ., Social Svcs	G2: Referral, Coordination & Monitoring of Medicaid Svcs.- <b>SPMP</b>	L: Non-Medicaid Administrative Training
C: Medicaid Outreach	H: Referral, Coordination & Monitoring of Non-Medicaid Svcs.	M: Family Planning Referral
D: Non-Medicaid Outreach	I. Medicaid Provider Relations	N: General Administration
E: Facilitating Access to Medicaid Eligibility	J1: Program, Plan, Dvlp. & Agency-wide Coord	O: Non-Paid Time
F: Facilitating Non-Medicaid Program Eligibility	J2: Program, Plan, Dvlp. & Agency-wide Coord- <b>SPMP</b>	

<b>Start</b>		<b>Notes</b>	<b>Activity Code</b>
1	0 Min		
	15 Min		
	30 Min		
	45 Min		
2	0 Min		
	15 Min		
	30 Min		
	45 Min		
3	0 Min		
	15 Min		
	30 Min		
	45 Min		
4	0 Min		
	15 Min		
	30 Min		
	45 Min		
5	0 Min		
	15 Min		
	30 Min		
	45 Min		
6	0 Min		
	15 Min		
	30 Min		
	45 Min		

<b>Activity Code Descriptions</b>			
A: Direct Medical & Other Medicaid Services	G1: Referral, Coordination & Monitoring of Medicaid Svcs.	K: Medicaid Administrative Training	
B: Non Medical, Non-Medicaid, Educ., Social Svcs	G2: Referral, Coordination & Monitoring of Medicaid Svcs.- <b>SPMP</b>	L: Non-Medicaid Administrative Training	
C: Medicaid Outreach	H: Referral, Coordination & Monitoring of Non-Medicaid Svcs.	M: Family Planning Referral	
D: Non-Medicaid Outreach	I. Medicaid Provider Relations	N: General Administration	
E: Facilitating Access to Medicaid Eligibility	J1: Program, Plan, Dvlp. & Agency-wide Coord	O: Non-Paid Time	
F: Facilitating Non-Medicaid Program Eligibility	J2: Program, Plan, Dvlp. & Agency-wide Coord- <b>SPMP</b>		

7	0 Min		
	15 Min		
	30 Min		
	45 Min		

8	0 Min		
	15 Min		
	30 Min		
	45 Min		

9	0 Min		
	15 Min		
	30 Min		
	45 Min		

10	0 Min		
	15 Min		
	30 Min		
	45 Min		

11	0 Min		
	15 Min		
	30 Min		
	45 Min		

12	0 Min		
	15 Min		
	30 Min		
	45 Min		

**Activity Log**  
**Day Two**  
**Tuesday 09-10-19**

<b>Activity Code Descriptions</b>		
A: Direct Medical & Other Medicaid Services	G1: Referral, Coordination & Monitoring of Medicaid Svcs.	K: Medicaid Administrative Training
B: Non Medical, Non-Medicaid, Educ., Social Svcs	G2: Referral, Coordination & Monitoring of Medicaid Svcs.- <b>SPMP</b>	L: Non-Medicaid Administrative Training
C: Medicaid Outreach	H: Referral, Coordination & Monitoring of Non-Medicaid Svcs.	M: Family Planning Referral
D: Non-Medicaid Outreach	I. Medicaid Provider Relations	N: General Administration
E: Facilitating Access to Medicaid Eligibility	J1: Program, Plan, Dvlp. & Agency-wide Coord	O: Non-Paid Time
F: Facilitating Non-Medicaid Program Eligibility	J2: Program, Plan, Dvlp. & Agency-wide Coord- <b>SPMP</b>	

<b>Start</b>		<b>Notes</b>	<b>Activity Code</b>
1	0 Min		
	15 Min		
	30 Min		
	45 Min		
2	0 Min		
	15 Min		
	30 Min		
	45 Min		
3	0 Min		
	15 Min		
	30 Min		
	45 Min		
4	0 Min		
	15 Min		
	30 Min		
	45 Min		
5	0 Min		
	15 Min		
	30 Min		
	45 Min		
6	0 Min		
	15 Min		
	30 Min		
	45 Min		

<b>Activity Code Descriptions</b>			
A: Direct Medical & Other Medicaid Services	G1: Referral, Coordination & Monitoring of Medicaid Svcs.	K: Medicaid Administrative Training	
B: Non Medical, Non-Medicaid, Educ., Social Svcs	G2: Referral, Coordination & Monitoring of Medicaid Svcs.- <b>SPMP</b>	L: Non-Medicaid Administrative Training	
C: Medicaid Outreach	H: Referral, Coordination & Monitoring of Non-Medicaid Svcs.	M: Family Planning Referral	
D: Non-Medicaid Outreach	I. Medicaid Provider Relations	N: General Administration	
E: Facilitating Access to Medicaid Eligibility	J1: Program, Plan, Dvlp. & Agency-wide Coord	O: Non-Paid Time	
F: Facilitating Non-Medicaid Program Eligibility	J2: Program, Plan, Dvlp. & Agency-wide Coord- <b>SPMP</b>		

7	0 Min		
	15 Min		
	30 Min		
	45 Min		

8	0 Min		
	15 Min		
	30 Min		
	45 Min		

9	0 Min		
	15 Min		
	30 Min		
	45 Min		

10	0 Min		
	15 Min		
	30 Min		
	45 Min		

11	0 Min		
	15 Min		
	30 Min		
	45 Min		

12	0 Min		
	15 Min		
	30 Min		
	45 Min		

**Activity Log  
Day Three  
Wednesday 09-11-19**

<b>Activity Code Descriptions</b>		
A: Direct Medical & Other Medicaid Services	G1: Referral, Coordination & Monitoring of Medicaid Svcs.	K: Medicaid Administrative Training
B: Non Medical, Non-Medicaid, Educ., Social Svcs	G2: Referral, Coordination & Monitoring of Medicaid Svcs.- <b>SPMP</b>	L: Non-Medicaid Administrative Training
C: Medicaid Outreach	H: Referral, Coordination & Monitoring of Non-Medicaid Svcs.	M: Family Planning Referral
D: Non-Medicaid Outreach	I. Medicaid Provider Relations	N: General Administration
E: Facilitating Access to Medicaid Eligibility	J1: Program, Plan, Dvlp. & Agency-wide Coord	O: Non-Paid Time
F: Facilitating Non-Medicaid Program Eligibility	J2: Program, Plan, Dvlp. & Agency-wide Coord- <b>SPMP</b>	

<b>Start</b>		<b>Notes</b>	<b>Activity Code</b>
1	0 Min		
	15 Min		
	30 Min		
	45 Min		
2	0 Min		
	15 Min		
	30 Min		
	45 Min		
3	0 Min		
	15 Min		
	30 Min		
	45 Min		
4	0 Min		
	15 Min		
	30 Min		
	45 Min		
5	0 Min		
	15 Min		
	30 Min		
	45 Min		
6	0 Min		
	15 Min		
	30 Min		
	45 Min		

<b>Activity Code Descriptions</b>			
A: Direct Medical & Other Medicaid Services	G1: Referral, Coordination & Monitoring of Medicaid Svcs.	K: Medicaid Administrative Training	
B: Non Medical, Non-Medicaid, Educ., Social Svcs	G2: Referral, Coordination & Monitoring of Medicaid Svcs.- <b>SPMP</b>	L: Non-Medicaid Administrative Training	
C: Medicaid Outreach	H: Referral, Coordination & Monitoring of Non-Medicaid Svcs.	M: Family Planning Referral	
D: Non-Medicaid Outreach	I. Medicaid Provider Relations	N: General Administration	
E: Facilitating Access to Medicaid Eligibility	J1: Program, Plan, Dvlp. & Agency-wide Coord	O: Non-Paid Time	
F: Facilitating Non-Medicaid Program Eligibility	J2: Program, Plan, Dvlp. & Agency-wide Coord- <b>SPMP</b>		

7	0 Min		
	15 Min		
	30 Min		
	45 Min		

8	0 Min		
	15 Min		
	30 Min		
	45 Min		

9	0 Min		
	15 Min		
	30 Min		
	45 Min		

10	0 Min		
	15 Min		
	30 Min		
	45 Min		

11	0 Min		
	15 Min		
	30 Min		
	45 Min		

12	0 Min		
	15 Min		
	30 Min		
	45 Min		

**Activity Log**  
**Day Four**  
**Thursday 09-12-19**

<b>Activity Code Descriptions</b>		
A: Direct Medical & Other Medicaid Services	G1: Referral, Coordination & Monitoring of Medicaid Svcs.	K: Medicaid Administrative Training
B: Non Medical, Non-Medicaid, Educ., Social Svcs	G2: Referral, Coordination & Monitoring of Medicaid Svcs.- <b>SPMP</b>	L: Non-Medicaid Administrative Training
C: Medicaid Outreach	H: Referral, Coordination & Monitoring of Non-Medicaid Svcs.	M: Family Planning Referral
D: Non-Medicaid Outreach	I. Medicaid Provider Relations	N: General Administration
E: Facilitating Access to Medicaid Eligibility	J1: Program, Plan, Dvlp. & Agency-wide Coord	O: Non-Paid Time
F: Facilitating Non-Medicaid Program Eligibility	J2: Program, Plan, Dvlp. & Agency-wide Coord- <b>SPMP</b>	

<b>Start</b>		<b>Notes</b>	<b>Activity Code</b>
1	0 Min		
	15 Min		
	30 Min		
	45 Min		
2	0 Min		
	15 Min		
	30 Min		
	45 Min		
3	0 Min		
	15 Min		
	30 Min		
	45 Min		
4	0 Min		
	15 Min		
	30 Min		
	45 Min		
5	0 Min		
	15 Min		
	30 Min		
	45 Min		
6	0 Min		
	15 Min		
	30 Min		
	45 Min		



<b>Activity Code Descriptions</b>			
A: Direct Medical & Other Medicaid Services	G1: Referral, Coordination & Monitoring of Medicaid Svcs.	K: Medicaid Administrative Training	
B: Non Medical, Non-Medicaid, Educ., Social Svcs	G2: Referral, Coordination & Monitoring of Medicaid Svcs.- <b>SPMP</b>	L: Non-Medicaid Administrative Training	
C: Medicaid Outreach	H: Referral, Coordination & Monitoring of Non-Medicaid Svcs.	M: Family Planning Referral	
D: Non-Medicaid Outreach	I. Medicaid Provider Relations	N: General Administration	
E: Facilitating Access to Medicaid Eligibility	J1: Program, Plan, Dvlp. & Agency-wide Coord	O: Non-Paid Time	
F: Facilitating Non-Medicaid Program Eligibility	J2: Program, Plan, Dvlp. & Agency-wide Coord- <b>SPMP</b>		

7	0 Min		
	15 Min		
	30 Min		
	45 Min		

8	0 Min		
	15 Min		
	30 Min		
	45 Min		

9	0 Min		
	15 Min		
	30 Min		
	45 Min		

10	0 Min		
	15 Min		
	30 Min		
	45 Min		

11	0 Min		
	15 Min		
	30 Min		
	45 Min		

12	0 Min		
	15 Min		
	30 Min		
	45 Min		

**Activity Log  
Day Five  
Friday 09-13-19**

<b>Activity Code Descriptions</b>		
A: Direct Medical & Other Medicaid Services	G1: Referral, Coordination & Monitoring of Medicaid Svcs.	K: Medicaid Administrative Training
B: Non Medical, Non-Medicaid, Educ., Social Svcs	G2: Referral, Coordination & Monitoring of Medicaid Svcs.- <b>SPMP</b>	L: Non-Medicaid Administrative Training
C: Medicaid Outreach	H: Referral, Coordination & Monitoring of Non-Medicaid Svcs.	M: Family Planning Referral
D: Non-Medicaid Outreach	I. Medicaid Provider Relations	N: General Administration
E: Facilitating Access to Medicaid Eligibility	J1: Program, Plan, Dvlp. & Agency-wide Coord	O: Non-Paid Time
F: Facilitating Non-Medicaid Program Eligibility	J2: Program, Plan, Dvlp. & Agency-wide Coord- <b>SPMP</b>	

<b>Start</b>		<b>Notes</b>	<b>Activity Code</b>
1	0 Min		
	15 Min		
	30 Min		
	45 Min		
2	0 Min		
	15 Min		
	30 Min		
	45 Min		
3	0 Min		
	15 Min		
	30 Min		
	45 Min		
4	0 Min		
	15 Min		
	30 Min		
	45 Min		
5	0 Min		
	15 Min		
	30 Min		
	45 Min		
6	0 Min		
	15 Min		
	30 Min		
	45 Min		

<b>Activity Code Descriptions</b>			
A: Direct Medical & Other Medicaid Services	G1: Referral, Coordination & Monitoring of Medicaid Svcs.	K: Medicaid Administrative Training	
B: Non Medical, Non-Medicaid, Educ., Social Svcs	G2: Referral, Coordination & Monitoring of Medicaid Svcs.- <b>SPMP</b>	L: Non-Medicaid Administrative Training	
C: Medicaid Outreach	H: Referral, Coordination & Monitoring of Non-Medicaid Svcs.	M: Family Planning Referral	
D: Non-Medicaid Outreach	I. Medicaid Provider Relations	N: General Administration	
E: Facilitating Access to Medicaid Eligibility	J1: Program, Plan, Dvlp. & Agency-wide Coord	O: Non-Paid Time	
F: Facilitating Non-Medicaid Program Eligibility	J2: Program, Plan, Dvlp. & Agency-wide Coord- <b>SPMP</b>		

7	0 Min		
	15 Min		
	30 Min		
	45 Min		

8	0 Min		
	15 Min		
	30 Min		
	45 Min		

9	0 Min		
	15 Min		
	30 Min		
	45 Min		

10	0 Min		
	15 Min		
	30 Min		
	45 Min		

11	0 Min		
	15 Min		
	30 Min		
	45 Min		

12	0 Min		
	15 Min		
	30 Min		
	45 Min		

**Activity Log  
Day Six  
Saturday 09-14-19**

<b>Activity Code Descriptions</b>		
A: Direct Medical & Other Medicaid Services	G1: Referral, Coordination & Monitoring of Medicaid Svcs.	K: Medicaid Administrative Training
B: Non Medical, Non-Medicaid, Educ., Social Svcs	G2: Referral, Coordination & Monitoring of Medicaid Svcs.- <b>SPMP</b>	L: Non-Medicaid Administrative Training
C: Medicaid Outreach	H: Referral, Coordination & Monitoring of Non-Medicaid Svcs.	M: Family Planning Referral
D: Non-Medicaid Outreach	I. Medicaid Provider Relations	N: General Administration
E: Facilitating Access to Medicaid Eligibility	J1: Program, Plan, Dvlp. & Agency-wide Coord	O: Non-Paid Time
F: Facilitating Non-Medicaid Program Eligibility	J2: Program, Plan, Dvlp. & Agency-wide Coord- <b>SPMP</b>	

<b>Start</b>		<b>Notes</b>	<b>Activity Code</b>
1	0 Min		
	15 Min		
	30 Min		
	45 Min		
2	0 Min		
	15 Min		
	30 Min		
	45 Min		
3	0 Min		
	15 Min		
	30 Min		
	45 Min		
4	0 Min		
	15 Min		
	30 Min		
	45 Min		
5	0 Min		
	15 Min		
	30 Min		
	45 Min		
6	0 Min		
	15 Min		
	30 Min		
	45 Min		

<b>Activity Code Descriptions</b>			
A: Direct Medical & Other Medicaid Services	G1: Referral, Coordination & Monitoring of Medicaid Svcs.	K: Medicaid Administrative Training	
B: Non Medical, Non-Medicaid, Educ., Social Svcs	G2: Referral, Coordination & Monitoring of Medicaid Svcs.- <b>SPMP</b>	L: Non-Medicaid Administrative Training	
C: Medicaid Outreach	H: Referral, Coordination & Monitoring of Non-Medicaid Svcs.	M: Family Planning Referral	
D: Non-Medicaid Outreach	I. Medicaid Provider Relations	N: General Administration	
E: Facilitating Access to Medicaid Eligibility	J1: Program, Plan, Dvlp. & Agency-wide Coord	O: Non-Paid Time	
F: Facilitating Non-Medicaid Program Eligibility	J2: Program, Plan, Dvlp. & Agency-wide Coord- <b>SPMP</b>		

7	0 Min		
	15 Min		
	30 Min		
	45 Min		

8	0 Min		
	15 Min		
	30 Min		
	45 Min		

9	0 Min		
	15 Min		
	30 Min		
	45 Min		

10	0 Min		
	15 Min		
	30 Min		
	45 Min		

11	0 Min		
	15 Min		
	30 Min		
	45 Min		

12	0 Min		
	15 Min		
	30 Min		
	45 Min		

**Activity Log**  
**Day Seven**  
**Sunday 09-15-19**

<b>Activity Code Descriptions</b>		
A: Direct Medical & Other Medicaid Services	G1: Referral, Coordination & Monitoring of Medicaid Svcs.	K: Medicaid Administrative Training
B: Non Medical, Non-Medicaid, Educ., Social Svcs	G2: Referral, Coordination & Monitoring of Medicaid Svcs.- <b>SPMP</b>	L: Non-Medicaid Administrative Training
C: Medicaid Outreach	H: Referral, Coordination & Monitoring of Non-Medicaid Svcs.	M: Family Planning Referral
D: Non-Medicaid Outreach	I. Medicaid Provider Relations	N: General Administration
E: Facilitating Access to Medicaid Eligibility	J1: Program, Plan, Dvlp. & Agency-wide Coord	O: Non-Paid Time
F: Facilitating Non-Medicaid Program Eligibility	J2: Program, Plan, Dvlp. & Agency-wide Coord- <b>SPMP</b>	

<b>Start</b>		<b>Notes</b>	<b>Activity Code</b>
1	0 Min		
	15 Min		
	30 Min		
	45 Min		
2	0 Min		
	15 Min		
	30 Min		
	45 Min		
3	0 Min		
	15 Min		
	30 Min		
	45 Min		
4	0 Min		
	15 Min		
	30 Min		
	45 Min		
5	0 Min		
	15 Min		
	30 Min		
	45 Min		
6	0 Min		
	15 Min		
	30 Min		
	45 Min		

<b>Activity Code Descriptions</b>		
A: Direct Medical & Other Medicaid Services	G1: Referral, Coordination & Monitoring of Medicaid Svcs.	K: Medicaid Administrative Training
B: Non Medical, Non-Medicaid, Educ., Social Svcs	G2: Referral, Coordination & Monitoring of Medicaid Svcs.- <b>SPMP</b>	L: Non-Medicaid Administrative Training
C: Medicaid Outreach	H: Referral, Coordination & Monitoring of Non-Medicaid Svcs.	M: Family Planning Referral
D: Non-Medicaid Outreach	I. Medicaid Provider Relations	N: General Administration
E: Facilitating Access to Medicaid Eligibility	J1: Program, Plan, Dvlp. & Agency-wide Coord	O: Non-Paid Time
F: Facilitating Non-Medicaid Program Eligibility	J2: Program, Plan, Dvlp. & Agency-wide Coord- <b>SPMP</b>	

7	0 Min		
	15 Min		
	30 Min		
	45 Min		

8	0 Min		
	15 Min		
	30 Min		
	45 Min		

9	0 Min		
	15 Min		
	30 Min		
	45 Min		

10	0 Min		
	15 Min		
	30 Min		
	45 Min		

11	0 Min		
	15 Min		
	30 Min		
	45 Min		

12	0 Min		
	15 Min		
	30 Min		
	45 Min		