

## APPENDIX I 9

### SAMPLE CASE MANAGEMENT FORM <sup>1</sup>

Name of Case Manager \_\_\_\_\_

Name of Client \_\_\_\_\_

Various disaster-related needs and potential resources for addressing those needs have been identified through a process of needs assessment and client interviews.

All identified strengths of the client:

All identified needs of the client:

To resolve these needs, the following resources are available through funds or materials owned by the client or received for the purpose of recovery from the disaster:

Needs with no resources to address them are prioritized as follows:

<sup>1</sup> National Voluntary Organizations Active in Disaster (2004). *Long-term recovery manual (Appendix IV, Casework management in long-term recovery)*. Retrieved August 25, 2006 from: <http://www.nvoad.org/articles/LTRManualFinalApr232004a.pdf>

Prioritized needs (basic living needs) for which the case manager will offer assistance in resolving are:

Possible sources of assistance for addressing these needs:

The client accepts responsibility for the following action relative to this Recovery Plan:

The Case Manager accepts responsibility for the following action relative to this Recovery Plan:

Copies of this form should be provided to both the Case Manager and the Client.”