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**Developmental Disabilities and Early Childhood Supports Division**

**Service Termination Report: July 1, 2023 – June 30, 2024**

Please email this report to the appropriate Washington State Developmental Disabilities Administration (DDA) Case Resource Manager no later than five business days prior to the participant’s exit from your agency; **add the exit date and reason in CORE when submitting monthly billing data.**

**DDA Case Resource Manager:** **Please close the CSA**. This participant is no longer in service with the Employment/Community Inclusion provider listed below.

**To check and uncheck “yes” or “no” boxes, double click on the box; select “Checked” or “Not Checked” and click “Ok.” Enter text in gray boxes.**

Participant’s ADSA ID Number:       DDA Case Resource Manager:

Employment/Community Inclusion Provider:       Service Termination Date:

**Reason(s) for Service Termination**

|  |  |
| --- | --- |
| [ ]  Behavioral issue[ ]  Deceased[ ]  Desires service vendor does not provide[ ]  Health related[ ]  Ineligible[ ]  Insufficient funding[ ]  Moved | [ ]  No longer wants employment[ ]  Retirement[ ]  Transfer to another agency[ ]  Unhappy with services[ ]  Other[ ]  Completed program[ ]  Exited school  |

If Other, please explain: