

Government Performance and Results Act (GPRA)

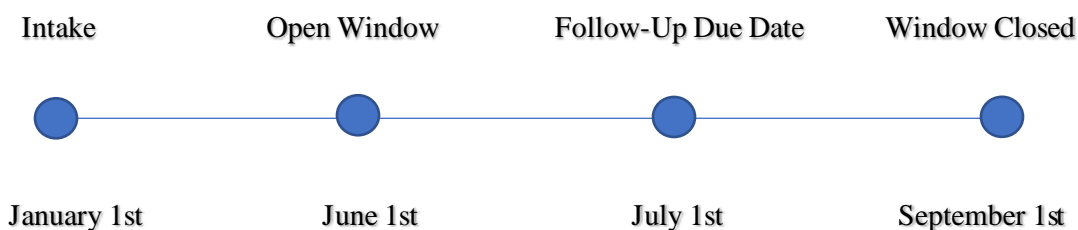
Quick Reference Glossary

SECTION I: Follow-Up Status Glossary

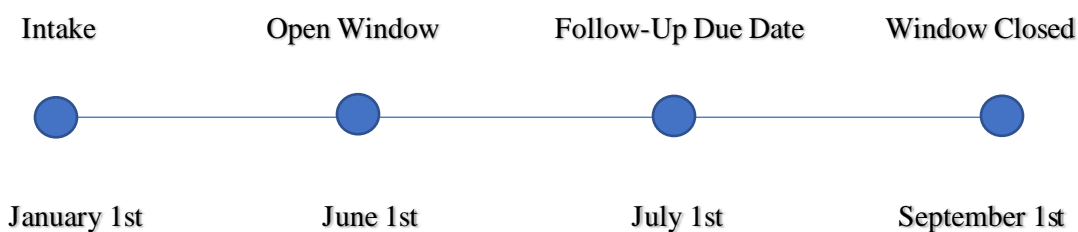
Question 1: Coding Definitions

- **01** = Deceased at time of due date – If the client is no longer living at the 6-month follow-up date, code 01 should be chosen.
- **11** = Completed interview within specified window – Follow-up GPRAs are due six months after the baseline/intake date. The window for follow-up will open five months after the baseline/intake date. An additional two months are given to complete the follow-up GPRAs. If GPRAs are completed within this timeframe, code 11 should be chosen.

The image below is an example of the approved follow-up window period. Code 11 will apply to interviews conducted between June 1st and September 1st, only.



12 = Completed interview outside specified window – Code 12 should be chosen if follow-up GPRAs are completed outside of the follow-up window. The image below is an example of the approved follow-up window period. If the follow-up GPRAs are not completed between June 1st and September 1st, code 12 should be chosen.



Note: The dates listed in the diagrams are examples, only. The client's follow-up window will be determined by the baseline/intake GPRA date.

- **21** = Located, but refused, unspecified – The client is enrolled in the program, but will not participate in the follow-up interview.
- **22** = Located, but otherwise unable to gain institutional access – The client has been located and found in an institution (jail/prison, hospital, mental institution, residential or treatment setting). If the provider is not permitted to contact the client while s/he was institutionalized, code 22 should be chosen.
- **23**=Located, but unable to gain access – The provider is aware of the client’s location, but unable to conduct the interview. Barriers can include distance.
- **24** = Located but withdrawn from project – The client is no longer enrolled in the program, has been located, and will not participate in the follow-up interview.
- **31** = Unable to locate, moved – The provider has verified that the client no longer lives in the immediate area, and the provider is unable to locate the client.
- **32** = Unable to locate, other (Specify) _____ - There is uncertainty regarding the client’s location and vital status. The provider should include detailed information regarding the client’s status.

SECTION J: Discharge Status Glossary

Question 2: Termination Coding Definitions

- **01** = Left on own against staff advice with satisfactory progress – The client was compliant with the program but left on his/her own before completing the program requirements (against staff recommendations).
- **02** = Left on own against staff advice without satisfactory progress – The client was not compliant with the program and left before completing the requirements (against staff recommendations).
- **03** = Involuntarily discharged due to nonparticipation – The client was not compliant with the program; therefore, the provider terminated services. Once the client has been inactive for 30 days, termination should occur.
- **04** = Involuntarily discharged due to violation of rules – The client did not follow program rules, so the provider terminated the client.
- **05** = Referred to another program or other services with satisfactory progress – The client actively participated in services but was referred to another program.
- **06** = Referred to another program or other services with unsatisfactory progress – The client did not actively participate in the program and was referred to another program.

- **07** = Incarcerated due to offense committed while in treatment/recovery with satisfactory progress – The client was compliant with the program but was incarcerated because s/he committed an offense while enrolled in the program.
- **08** = Incarcerated due to offense committed while in treatment/recovery with unsatisfactory progress – The client was not compliant with the program and was incarcerated because s/her committed an offense while enrolled in the program.
- **09** = Incarcerated due to old warrant or charged from before entering treatment/recovery with satisfactory progress – The client is compliant with the program and was incarcerated due to an old warrant from an arrest committed before enrollment in the program.
- **10** = Incarcerated due to old warrant or charged from before entering treatment/recovery with unsatisfactory progress – The client was non-compliant with the program and was incarcerated due to an old warrant from an arrest committed before enrollment in the program.
- **11** = Transferred to another facility for health reasons – The client’s health resulted in a transfer to another facility. The transfer occurred before the client completed the program.
- **12** = Death – The client died prior to completing the program.
- **13** = Other (Specify) _____ - The client was terminated for reasons not listed in 1 through 12. Please explain the reason.