

PFM Client Information Sheet

Form is used to collect client information. For a married couple, the active duty member is the primary client. File the completed form in the PFM case record.

Date Case Opened:	Date Case Closed:
Client's Last Name:	Client's First Name:
If spouse accompanies client, last and first name:	

Client Contact Information

Work Phone:	Home Phone:	E-mail:
Command:	Rank:	
Assigned FFSP Counselor:		

Command Contact Information (For Command-Directed Clients Only)

Name:	Phone Number:
Corresponding case activity note is written to document contact made with Command to provide required feedback	

Quality Control Reviews

If this case is reviewed for quality control purposes, document date and reviewer name in this section. Not all case records will have a QC notation.	
Reviewer:	Date:
Reviewer:	Date: