

Progress Notes Cheat Sheet (B.I.R.P.)

Session Focus – (Behavior-my objective observations, and the client’s subjective experiences that were shared in session.)

- Include who attended session if family counseling (“John and Jane attended this session.”)
- Note if video conference session (“Session was completed via video conference.”)
- Include any progress reported by client.
- Note the theme(s) of the session.

Therapeutic Intervention – (Intervention – the therapeutic intervention(s) used AND, Response – the client’s response to the intervention(s).)

Capture the theme of what you worked on.

- explored
- processed
- problem-solved
- brainstormed
- strategized
- taught/educated client
- identified
- assessed
- reviewed
- addressed
- worked toward realistic expectations regarding
- used _____ skill
- used psychoeducation on _____ (ex. boundaries)
- supportive psychotherapy was used to address (or process)
- identified and processed relevant emotions

Client response gives great information

- client was/appeared . . .
- hesitant
- initially resistant
- thoughtful
- actively engaged
- compliant
- verbalized agreement
- expressed gratitude
- became tearful

Planned Intervention – (Plan – planned intervention.)

- Should be related to treatment plan
- Check in on homework if assigned