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|  TRACKING LOG FOR INELIGIBLE APPLICANTS | NO. 148f |
| A log will be kept by the Admissions Coordinator and located in the "Admissions" 3-ring binder to track date of referral, name of referral, reasons for ineligibility, and recommendations for alternative services. A copy of the log will be submitted to the Administrator at least annually for review by them as well as the Management Company and Board of Directors to track trends of persons needing to be served. |
| Approved: | EffectiveDate: 7/15/96 | RevisionDate: 3/17  | Change No.: | Page: 1 of 1 |