HOP Client File Checklist – Transitional Housing		
Item	(Optional form) Criteria/Item (check all applicable)	Documentation Type/Notes (check or describe)
Documentation of Eligibility	☐ Category #1 ☐ Category #2 ☐ Category #3 ☐ Category #4	☐Third Party Verification☐Intake Worker Verification☐Self-Certification
Documentation of Involuntary Termination Decision/Process		
 Essential Services Case Management – Case Plan and Support and/or Referrals Provided Connection with Mainstream Support Services and Benefits 		
Lead Paint (if required)	☐ Pamphlet ☐ Disclose known lead	