

INSTRUCTIONS FOR COMPLETION (PR-8)

This form records the various Information/Education services and activities provided by each school or program site.

Each services coordinator/program person should document the following for each activity held:

DATE: Enter the month, day and year.

CODE No.: Enter the code number in parentheses contained in the "TYPE OF ACTIVITY/SERVICE" box.

TOPIC OF ACTIVITY: Enter the major subject of the activity, e.g., "Pharmacology or Depressant Drug" for a classroom presentation (code No. 3).

TYPE AND NUMBER: Enter the type and number of participants involved in each activity session.

Upon completion of this report:

- (a) Enter the period covered.
- (b) Have appropriate personnel sign the form.

This form should be maintained on-site.