

# Referral Tracking Form

Instructions: In the shaded boxes under "Data Entry" below, enter the number of client referrals you have received from the sources listed. In the "Data Summary" section, compute the percentages according to the instructions for each category and enter the result in the appropriate shaded box.

## Data Entry

Referral Source	# of clients	Referral Source	# of clients
<b>Individuals</b>		<b>Contacts Made Through Other Activities</b>	
1. Self-Referral		37. Teaching	
2. Current Client		38. Community Involvement	
3. Former Client		39. Speeches/Presentations	
4. Other Psychologist		40. Articles/Writings	
5. Primary Care Physician		41. Group Memberships	
6. Internist		42. Volunteer Activities	
7. Pediatrician		43. Professional Association	
8. Oncologist			
9. OB/GYN		<b>Advertising</b>	
10. Other Physician		44. Yellow Pages	
11. Social Workers		45. Printed Directory Listing	
12. Nurses		46. Electronic/Web-based Directory Listing	
13. Clergy		47. Website	
14. Pharmacists		48. Brochure	
15. Teachers		49. Newspaper	
16. Principals/School Counselors		50. Radio	
17. Attorneys		51. TV	
18. Judges			
19. Other (List Here):		<b>Other Sources (List Here)</b>	
		52.	
		53.	
		54.	
		55.	
		56. <b>Total = Sum of items 1 through 55</b>	
<b>Businesses</b>			
20. Employers			
21. EAPs			
22. Business Associations/Groups			
23. Other (List Here):			
<b>Healthcare/Social Service Organizations</b>			
24. Emergency Rooms			
25. Non-Physician Staff			
26. Outpatient facility			
27. Community-Based Mental Health Agency			
28. Social Service Agency			
29. Formal Referral Service			
30. Other (List Here):			
<b>Managed Care Organizations</b>			
31. HMO:			
32. HMO:			
33. PPO:			
34. PPO:			
35. PPO:			
36. Other (List Here):			

### Data Summary

**How your clients find out about you**

%	Source
	Self-Referral = (Item 1 divided by item 56) x 100
	Clients = (Sum of items 2 and 3 divided by item 56) x 100
	Other Psychologists = (Item 4 divided by item 56) x 100
	Physicians = (Sum of items 5 through 10 divided by item 56) x 100
	Other Professionals = (Sum of items 11 through 19 divided by item 56) x 100
	Businesses = (Sum of items 20 through 23 divided by item 56) x 100
	Healthcare Organizations = (Sum of items 24 through 30 divided by item 56) x 100
	Managed Care Organizations = (Sum of items 31 through 36 divided by item 56) x 100
	Other Activities = (Sum of items 37 through 43 divided by item 56) x 100
	Advertising = (Sum of items 44 through 51 divided by item 56) x 100
	Other = (Sum of items 52 through 55 divided by item 56) x 100