

Progress Note Template

Supports ethical documentation and justifies disengagement from family sessions.

Session Summary

Briefly describe the session: who was present, the general tone, and any key themes.

Observations (Without Interpretation)

- ◆ Note verbal and non-verbal behavior.
- ◆ Avoid assumptions or labeling.

Example: 'Client appeared withdrawn, arms crossed, minimal eye contact.'

Identified Risks or Clinical Concerns

- Escalation in conflict or emotional dysregulation
- Interference with client progress or safety
- Client disclosure of harm, discomfort, or boundary violations

Clinical Rationale for Pause

State clearly why continued family involvement may be clinically inappropriate at this time.
Example: 'Based on observed regression in client progress and escalating emotional volatility during family sessions, a temporary pause is indicated.'

Client-Centered Framing & Next Steps

Document how the pause was explained to the client/family and what support structures are in place.

- Reflection opportunities
- Individual session scheduling
- Re-engagement readiness plan

Additional Notes

Optional space for relevant resources offered, referrals made, or supervisory consultation.

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