

PLL Center of Excellence Shutdown Checklist

This form is to be filled out and submitted to PLL's Director of Operations within 60 days of the termination of your *Parenting with Love and Limits*<sup>®</sup> license.

## Agency Name Termination Date Checklist Due Date

		Date Completed
1)	Final COE Report submitted	
2)	"PLL Center of Excellence" signs removed (if applicable)	
3)	PLL references removed from website	
4)	PLL references removed from all marketing documents	
5)	PLL materials inventory destroyed, deleted, or returned to $\text{PLL}^{^{*}}$	
	PLL Leader's Guides	
	PLL Class Videos	
	Parent Workbooks	
	Teen Workbooks	
	Survival Kit Study Guides	
0	ther PLL proprietary materials (including training binders, COE downloads from gopll.com, etc.) *Copies of the book "Parenting Your Out-of-Control Teenager" do not need to be destro	ved or disposed of

 No more new groups or family therapy scheduled (can continue to finish out existing cases).

**Clinical Requirements** 

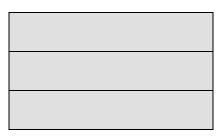
- 2) Notified staff that no more clinical supervision provided after Termination Date unless crisis or emergency.
- 3) Notified staff that they are no longer licensed to practice the PLL Model after Termination Date.

I affirm that these tasks have been completed as indicated above.

Signature:	
Typed Name:	
Title	
Agency	

Please FAX completed form to Robert Kelly at (866) 512-2067, or mail it to Parenting with Love and Limits, 2651 E. Desert Inn Dr., Chandler, AZ 85249.

## **Date Completed**



## Date Completed