# HOTLINE CALL LOG SHEET SAMPLE

*Because data collection needs for each agency vary, this sample form has been provided to illustrate how an agency may want to design their own form and not necessarily intended for use as is.*

**Staff Name:_____ For Dates: ___/___/___ to ___/___/___**

| Date of Call | Type of Call<br>1. Hotline—Client ID<br>2. Hotline - Not Client<br>3. Info/Referral<br>4. Call Back-Not Client | Time Spent (minutes) | Service Type (clients only) | Referred From | County | |
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