



ReasonNotes

FREE CLINICAL RESOURCE

DAP Note Template & Examples

Data, Assessment, Plan — a template plus worked examples for therapy sessions.

Free to use and share in your practice.

Want notes written for you? Try ReasonNotes free at reasonnotes.com

Client: [Client Name]

Date: [Session Date]

Session Type: [Individual/Group/Family]

Duration: [Minutes]

DATA

- Attendance: [On time/late/early, participation level]
- Appearance: [Grooming, dress, physical presentation]
- Mood/Affect: [Observable emotional state and expression]
- Behavior: [Actions, mannerisms, engagement during session]
- Speech: [Rate, volume, coherence, spontaneity]
- Cognitive: [Thought process, concentration, memory]
- Assessment Scores: [Standardized measures if used]
- Homework Review: [Completion and quality of assignments]

ASSESSMENT

- Progress Toward Goals: [Movement on treatment objectives]
- Symptom Changes: [Improvement, worsening, or stability]
- Therapeutic Alliance: [Quality of relationship and engagement]
- Insight Level: [Client's understanding of issues and patterns]
- Coping Skills: [Use and effectiveness of strategies]
- Risk Assessment: [Safety concerns if applicable]
- Treatment Response: [Effectiveness of current interventions]

PLAN

- Treatment Goals: [Specific objectives for upcoming sessions]
- Interventions: [Planned therapeutic techniques and approaches]
- Homework Assignments: [Between-session tasks and practice]
- Session Frequency: [Scheduling for future appointments]
- Referrals: [Other services or providers if needed]
- Treatment Modifications: [Changes to approach if indicated]
- Next Session Focus: [Primary areas to address]

DAP NOTE EXAMPLES

EXAMPLE 1: Individual Therapy - Depression (Session 8 of 12, 50 minutes)

DATA

Client arrived on time, appeared tired but well-groomed. Maintained appropriate eye contact and engaged readily in conversation. Reported improved sleep (7-8 hours nightly) and appetite returning to normal. PHQ-9 score decreased from 15 to 9 over past month. Client completed all assigned homework including daily mood tracking and behavioral activation activities.

ASSESSMENT

Significant improvement in depressive symptoms evidenced by decreased PHQ-9 score and client's self-report. Behavioral activation strategies have been effective in increasing client's activity level and social engagement. Client demonstrates good insight into connection between activities and mood. Therapeutic alliance remains strong with excellent session attendance and homework compliance.

PLAN

Continue weekly CBT sessions with focus on relapse prevention strategies. Introduce cognitive restructuring techniques to address remaining negative thought patterns. Homework: maintain activity scheduling and add thought record for negative mood episodes. Reassess depression severity in 2 weeks. Consider transitioning to bi-weekly sessions if continued improvement.

EXAMPLE 2: Family Therapy - Adolescent Issues (Session 5, 60 minutes)

DATA

All family members present (parents and 16-year-old daughter). Daughter participated more actively than previous sessions, making eye contact with parents during discussion. Parents demonstrated improved listening skills, interrupting less frequently. Family completed communication homework assignment with 4 out of 7 days successful. Daughter reported feeling 'more heard' by parents this week.

ASSESSMENT

Notable improvement in family communication patterns. Daughter's increased participation suggests growing trust in therapeutic process. Parents show progress in implementing active listening techniques. Family dynamics appear less conflictual with decreased defensive responses. Treatment goals around improved communication are being met progressively.

PLAN

Continue weekly family sessions focusing on conflict resolution skills. Introduce problem-solving framework for addressing household rules and expectations. Homework: family to practice weekly family meetings using communication skills learned. Schedule individual session with daughter next week to address personal concerns. Review family treatment goals in session 8.

EXAMPLE 3: Group Therapy - Anxiety Management (90 minutes, 6 participants)

DATA

Client attended full 90-minute group session, arriving on time. Participated in opening check-in and shared anxiety levels (7/10 at start, 4/10 at end). Engaged actively in mindfulness exercise and group discussion about coping strategies. Offered support to two other group members. Completed anxiety tracking worksheet during session.

ASSESSMENT

Client continues to benefit from group format, showing increased comfort with sharing personal experiences. Demonstrates good understanding of anxiety management techniques taught in group. Peer support and feedback appear therapeutic for client. Anxiety levels show consistent reduction

during group sessions, indicating effectiveness of interventions.

PLAN

Continue weekly group participation with focus on generalization of skills to daily life. Individual check-in scheduled for next week to address specific anxiety triggers. Client to practice group-learned techniques daily and report back to group. Consider graduation to monthly maintenance group in 4-6 weeks if progress continues.