

Community Benefit Report Form



Mercy Hospital St. Louis, Mercy Clinic St. Louis & Other East Communities

Please send completed forms to:	Traci Carter (Mercy Neighborhood Ministry)	Traci.Carter@mercy.net	Phone: 314-364-2820 Fax: 314-364-2811
--	---	--	--

Submitting Department Contact Information:			
Dept:	<u>Enter text.</u>	Email:	<u>Enter email.</u>
Name:	<u>Enter text.</u>	Phone:	<u>Enter #.</u>

Activity Information (ex: Community Events or Programs, Speaking Engagements, Support Groups, Outreach Activities):			
Event Name:	<u>Enter text.</u>	Date(s) Held:	<u>Enter date(s).</u>
Description:	<u>Enter text.</u>		
Location:	<u>Enter text.</u>		
Attendees:	<u>Specify who event was for / who participated.</u>	How Many? (# of people served)	<u>Enter #.</u>
Please describe community need being addressed and list any community or other Mercy partners.			
<u>Enter text.</u>			

Expenses:			
<u>Paid Staff Hours (work time spent on activity/event, including planning time):</u>			
Clerical / MA / LPN:	<u>Enter total hrs.</u>	Grad Level / Admin:	<u>Enter total hrs.</u>
Professional or RN:	<u>Enter total hrs.</u>	Physician:	<u>Enter total hrs.</u>
<u>Expenses (from your budget – supplies, materials, food, purchased services, etc.):</u>			
Expense Item 1:	<u>Enter text.</u>		<u>\$Enter #.</u>
Expense Item 2:	<u>Enter text.</u>		<u>\$Enter #.</u>
Expense Item 3:	<u>Enter text.</u>		<u>\$Enter #.</u>
Total:			<u>\$Enter #.</u>

Funding/Revenue:	
Did you receive any funding or generate revenue from this event? If yes, please explain:	
<u>Enter text.</u>	

Students – Teaching, Clinical Rotations, Preceptorships, Internships:			
Student Type:	<u>Enter text.</u>	Date Range:	<u>Enter dates.</u>
School/Program:	<u>Enter text.</u>	Number of Students:	<u>Enter #.</u>
		Total Student Hours:	<u>Enter #.</u>

Board Memberships in Community Nonprofits on Work Time:			
Organization:	<u>Enter text.</u>	Date Range:	<u>Enter dates.</u>
		Total Hours:	<u>Enter #.</u>

Comments: Information relating to the need addressed by the program, expense details, and/or other program specifics.