Personal Care Assistance Assessment Tool Manual

November of

2004

Protecting Manitobans from the Human and Economic Costs of Automobile Accidents

This report has been prepared as advice, opinions, proposals, recommendations, analyses or policy options developed by or for the public body or a minister, as per Section 23(1)(a) of The Freedom of Information and Protection of Privacy Act.





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Manitoba Public Insurance

PERSONAL CARE ASSISTANCE ASSESSMENT TOOL

Introduction

Manitoba Public Insurance (MPI) has undertaken a thoroughgoing revision of the process whereby a victim's eligibility for Personal Care Assistance (PCA) is evaluated under the Personal Injury Protection Plan. A new Assessment Tool has been developed, to replace the current grids that have been in use since 1994. This comes into force on November 01, 2004 by way of Regulation and will be used to determine a claimants' entitlement to PCA. The new tool will be used for assessments made on or after November 01, 2004 and applies to all active PCA PIPP claims as at November 01, 2004 regardless of the date of loss and any new PCA PIPP claims with dates of loss on or after November 01, 2004.

This document has been created for MPI Case Managers and external service providers who may be called upon to assess MPI claimants for entitlement to PCA. It complements an MPI training session that has been completed by such external service providers and MPI Case Management staff. This training session explains the use of the new assessment tool in detail.

Eligibility Criteria for PCA

The eligibility criteria for PCA are established by Regulation. They are summarized below.

Key Definitions:

"Personal care assistance" means "assistance with an activity where

- a) The activity is described in Schedule C and in accordance with that schedule,
 - i. It applies to the claimant,
 - ii. It is appropriate for the claimant's age and
 - iii. The claimant had the capacity to perform it (the activity) at the time of the accident and
- b) The assistance
 - i. Is provided directly and solely for the benefit of a victim and
 - ii. The assistance has been evaluated in accordance with Schedule D

For the purposes of this manual, "claimant" has the same meaning as "victim" as defined by Section 70(1) of the Act.

Manitoba Public Insurance

PERSONAL CARE ASSISTANCE ASSESSMENT TOOL

Eligibility Criteria for PCA

General Principles:

1. The requirement for PCA must arise as a direct result of injuries that the claimant sustained as a result of a compensable motor vehicle accident as defined by Part 2 of the MPI Act.

Only physical or cognitive impairments directly related to the motor vehicle accident can be compensated under the personal care assistance program. If, for example, the claimant had a pre-existing health condition, this should be taken into consideration during the personal care assistance assessment.

It is of the utmost importance that the Case Manager and the Assessor are both equally aware of any pre-existing condition that may affect the particular claimant, and that information about any such condition is communicated between them.

It is imperative that the assessor determine whether services were in place prior to the accident, for what reason, and to what extent. Only additional or extraordinary services needed after the accident would be compensated under PIPP.

If a new, and unrelated, health condition develops after the accident, the PCA assessment must consider only those needs that are related to the accident.

Where the accident has exacerbated a pre-existing condition, MPI would compensate claimants for any increase in services that are necessary.

There are often difficulties in making assessments in these situations. Assessors should consult with the Case Manager as they deem necessary, or, if directed, with the MPI Staff OT.

2. The claimant must be the only beneficiary of Personal Care Assistance services.

Compensation for personal care assistance is provided only for the claimant's personal needs, and not for those of family members. The PCA assessment should therefore only reflect the direct care needs of the claimant. For example, if a claimant is capable of preparing a meal for one, but not a big family meal, they are not eligible for funding even if they were responsible for preparing family meals prior to the motor vehicle accident.

Where the claimant was a caregiver to a child or other family member, they may be eligible for a caregiver weekly indemnity or reimbursement of expenses for the care of the other person in addition to their entitlement to PCA. This should be taken up with the Case Manager.

The claimant must have been capable of performing the activity for which PCA is being claimed prior to the accident, and be eligible for funding based upon their chronological age.

Only assistance that is required with respect to those essential activities of self care or daily living that the claimant was normally capable of performing prior to the accident will be compensated.

Special eligibility rules apply to claimants who are under 16 years of age. These are set out in the Developmental Scale of the Assessment Tool.



Eligibility Criteria for PCA

4. Services for which compensation is claimed are not already covered or provided by other social and/or health services agencies.

Coverage for Personal Care Assistance is provided only to the extent that the care expense is not covered under *The Health Services Insurance Act* or any other Act.

Claimants that needed and were receiving home-care prior to the accident will **only be eligible for funding for any increase in services** (extraordinary costs) that are necessary as a direct result of the accident.

5. Compensation is provided only for activities listed in the Assessment Tool.

The Personal Care Assistance Assessment Tool contains a complete listing of the activities that are eligible for funding. Activities that are not listed in the tool are not compensated.

Personal Care Assistance can be provided either physically or verbally to the Claimant. The Assessment Tool provides for both assistance and supervision to claimants who otherwise could not perform the activity safely for physical or cognitive reasons. Such assistance or supervision qualifies for PCA funding. Assessors should indicate where claimants have limitations due to excessive pain or fatigue.

6. Only actual and proven expenses are compensated.

PCA Coverage is expense **reimbursement** coverage. The amount calculated using the Assessment Tool is the maximum reimbursement that the claimant can receive per month. The actual amount of reimbursement is based on expenses incurred. Reimbursement will only be provided to the claimant once acceptable invoices have been submitted and approved.

7. Coverage is subject to a minimum score ("deductible").

The claimant must achieve a total time score of 9 or greater on the PCA Scoring Template (Schedule D) in order to be eligible for funding. This is equivalent to needing 45 minutes of services per day.



New PCA Assessment Tool

The new PCA Assessment Tool has been designed to be comprehensive in terms of capturing information about the claimant's PCA needs. Additional separate narrative reports should be unnecessary, and should not be included with the PCA Assessment <u>unless such a report has been specifically requested by the MPI Case Manager</u>.

The new Assessment Tool has two main parts: the Assessment Tool proper, and the Scoring Template.

The Assessment Tool consists of the following components:

- the Cover Sheet,
- the Victim Profile
- the Functional Report, and
- the Developmental Scale

Cover Sheet

The Cover Sheet records basic information about the claimant, (including age and type of injury) the identity of the assessor, the date and type of assessment, and an acknowledgment, signed by the claimant indicating that the assessment has been explained to him or her.

It is very important that the assessment be reviewed with and explained to the claimant, and that the claimant signs the acknowledgment on the cover sheet.

Victim Profile

The Victim Profile provides background information about the claimant, the injury, and the claimant's domestic situation and needs for care. This information will assist the Case Manager in formulating decisions about entitlement.

All information that may be relevant to the claimant's situation should be recorded in the Victim Profile. For example, if a claimant is living in an apartment, then snow removal is not likely to be needed, and in some situations there may not be stairs that the claimant needs to climb either within the apartment itself, or within the apartment building.

The victim profile also contains space for the assessor to record any recommendations for care or implementing assistive devices.



New PCA Assessment Tool

Functional Report

The Functional Report is the heart of the Assessment Tool. It is divided into two main sections.

SECTION 1 lists essential activities of home and community management, mobility, self-care, and personal hygiene (including bowel and bladder care). Each activity, and its components, are described and defined.

SECTION 2 details any special requirements for supervision of the claimant, **above and beyond any requirements for assistance with personal care or activities of daily living.** Such supervision may be required by claimants who, for medical or cognitive reasons, cannot be left safely alone.

When completing the Functional Report, the assessor must assess the claimant's functional abilities as they relate to each activity or component. Comments included in the Functional Report should be precise and detailed enough to provide a clear indication of the level of assistance required with each activity or component.

Inconsistencies between the claimant's known diagnosis, their subjective complaints, and their objective presentation should be identified and commented upon, whether observed directly or indirectly. For example, if a victim claims to be unable to lift a skillet, but is observed to pick up his large tomcat without difficulty, this should be noted.

Developmental Scale

The Developmental Scale is used to assess the PCA needs of children less than 16 years of age. It is an adjunct to the Functional Report. Detailed instructions for its use are found in the Assessment Tool itself.

Scoring of Personal Care Assessments

Scoring of Personal Care Assessments will be completed by the MPI staff Occupational Therapist (OT), using the PCA Scoring Template (Schedule D).

Once the assessor has completed the evaluation of the claimant, the completed assessment will be faxed to the MPI staff OT, who will score the assessment and provide the result to the Case Manager. The Case Manager will, in turn, advise the claimant of their level of entitlement to PCA funding.

In order to achieve the most accurate and timely entitlement determinations, the MPI OT will, in scoring assessments, contact the assessor directly if clarification of the assessment information is required.



Business Processes Relating to External Assessors

General Overview

MPI Case Managers will continue to engage assessors from a variety of disciplines (nurses, occupational therapists (OTs), and external case managers) to conduct initial PCA assessments and re-assessments.

Assessors will normally visit the claimant, preferably in their home, to complete these assessments. The information thus gathered will then be forwarded to the MPI staff Occupational Therapist, who will complete the scoring and calculate the entitlement amount. The staff OT will then forward the completed assessment to the case manager who will notify the claimant of their entitlement.

Prior to putting any services or assistive devices in place, the Assessor should obtain the approval, either verbal or written, of the Case Manager. Where there are safety concerns (risk of falls or of injury due to the consequences of poor decision-making), some services may need to be put into place on an emergency basis. If such is the case, the Case Manager should be notified immediately.

As the timing of the submission of the assessment and the determination of entitlement is often critical, assessments will be submitted to MPI by fax. The assessor will retain the original assessment in their own file.

Assessments Based Upon Earlier PCA Grid Evaluations

The new PCA assessment tool will not be used retroactively but will replace the existing grids (Schedules A to MR 40/94) for all assessments conducted on and after November 01, 2004 for all claims occurring on March 01, 1994 or later. As at November 01, 2004, all assessments must be forwarded by fax to the MPI staff OT for review.

Business Processes Relating to External Assessors

Recommendations for Assistive devices

As a general rule, if an assistive device will increase the independence of the claimant, it should be recommended and implemented.

At a minimum, the Assessor must receive verbal approval for funding of an assistive device before it is put into place.

It can be assumed that the case manager will approve the recommendation and provision of an assistive device except in the case of the following, which require formal written approval:

- adaptation of a motor vehicle
- structural alteration of the victim's residence
- provision of powered mobility aids
- provision of communication, learning and cognitive therapy aids

Where assistive devices are required, this should be clearly indicated, and activities should be scored assuming that all assistive devices will be in place.

For the purposes of calculating entitlement, it is assumed that any assistive devices requiring the Case Manager's verbal approval will be implemented in the claimant's home. The impact of major items such as home modifications, alteration of a vehicle and the like upon the claimant's PCA entitlement will be evaluated on a subsequent assessment once approval for the expenditure has been obtained.

Re-Assessments

In general, re-assessments will be completed at intervals in accordance with the type and severity of the claimant's injury, or as directed by the Case Manager. These will continue until the claimant no longer requires PCA or no longer qualifies for reimbursement, or when there are significant negative changes in their condition that may affect their entitlement. Assessors should recommend when a re-assessment should be conducted based on the claimant's injury type and any other factors that may affect a claimant's recovery or continued entitlement to PCA.

Contact Information

The MPI case manager is the assessors' primary contact at MPI. Any questions regarding entitlement should be directed to the case manager.

Completed assessments should be faxed to MPI at (204) 954-5332



··· Appendix A



	SCHEDULE C (Section 2.)	CO	VER SHEET	
		Clai	m #	
MI DIA	Name:			Age:
	Date of Injury:	Type of Injury:		Hospital Discharge Date:
ASSESSOR	Name:		Discipline: OT Nurse External Case Manager	☐ Manitoba Public Insurance Case Manager ☐ Other (Please list):
MENT	Date of Assessment: ☐ Initial Assessment ☐ Progress Assessment		Further Assessment Due On:	
ASSESSMENT	Assessor's Signature:		Agency:	
	This assessment has been conducted I understand that I have a right to appassessment (as provided in s.170 of th	ply for a Review of ar	ny decision made by n	ny Case Manager based on this
	Victim's Signature:		Date:	



SCHEDULE C (Section 2.)	VICTIM PROFILE
Medical Information and Background:	
De Andrew Norde for Andrew with Down of Comparison	
Pre-Accident Needs for Assistance with Personal Care Activities:	
Social Environment:	
	(14)



SCHEDULE C (Section 2.)	VICTIM PROFILE
Physical Environment:	
Vocational Status (work, school):	
Other:	
Guier.	
	(15)



SCHEDULE C (Section 2.)	VICTIM PROFILE
Recommendations:	



SCHEDULE C (Section 2.)

FUNCTIONAL REPORT INSTRUCTIONS

Comment on each activity in the Functional Report, following the instructions given below.

Each of the activities included in Section 1 of the Functional Report has been divided into various components. For example, the first activity – "Meal Preparation: Breakfast" consists of five components, the first being "Access to/use of food/tools needed for meal preparation":

Level 1 Activities - Hom	ne and Communit	y Management
--------------------------	-----------------	--------------

Meal Preparation: Breakfast includes preparing breakfast safely	☐ Independent	NOT A	PPLICABL	E				
for self and related components such as accessing food, table set-up and clean-up.		1	2	3	4	5	6	7
1.1 Access to/Use of food/tools needed for meal preparation							Indepen	ıdent
Comments:								

Independent

Independent

If the victim can perform the activity safely, correctly and efficiently without pain or physical or verbal assistance, check the Independent box for the activity.

If the victim can perform the component of the activity safely, correctly and efficiently without pain or physical or verbal assistance, check the Independent box for that component.

No other comments are required when the Independent box is checked.

Not Applicable

NOT AP	PLICABLE	=				
1	2	3	4	5	6	7

If the activity is not applicable to the victim, circle the appropriate number in the "Not Applicable" row. The numbers listed have the following meaning:

- 1) No need to do this activity or the victim derives no benefit from the activity (Comment why there is no need to do this activity or why the victim derives no benefit from the activity)
- 2) Victim did not normally perform this activity before the accident
- 3) Activity not normally expected of a victim this age
- 4) Need met by another agency/institution
- 5) Needed assistance before the accident and no increase in need due to the accident
- 6) Need unrelated to the accident that appeared after the accident
- 7) Other reason (specify)



SCHEDULE C (Section 2.)

FUNCTIONAL REPORT INSTRUCTIONS

Comments

1.1	Access to/Use of food/tools needed for meal preparation	☐ Independent
	Comments:	

Comments should describe the assistance required with an activity or a component of the activity. Please include in the Comments box relevant observations on the following factors when describing the assistance required:

- did the victim need assistance with the activity, or any of its components, before the accident and now needs increased assistance because of the accident?
- does the victim require environmental modifications/adaptive aids to perform the activity or any component of the activity?
- does the victim require physical or verbal assistance with parts of the activity or any component of the activity?
- is the victim completely dependent on physical or verbal assistance with the entire activity?
- does the victim experience pain when doing the activity or any component of the activity?

Section 2 of the Functional Report is only to be used for victims who need supervision in addition to assistance that is provided for in Section 1.

Please provide a rationale for the need for supervision and record the number of additional hours of supervision beyond those already allocated for the activities set out in Section 1.

Supervision for Children

Supervision for children is only available if the child requires **extra** supervision beyond what is normal for his or her age and pre-accident medical condition. Overnight supervision is only available if it is medically required.

For example:

- a pre-school child would normally attend day care, but cannot due to his or her injuries. The parent or guardian must hire a specialized caregiver so that the parent or guardian is able to attend work. The expense of that specialized caregiver is eligible for coverage.
- a parent or guardian has another child to take to after-school activities, and would normally bring the injured child along but cannot due to the child's injuries. The expense of the extra supervision required while the parent is attending to the needs of the other child is eligible for coverage.

nstructions for Completing Section 2 of the Functional Report

instructions for Using the Developmental Scal

PERSONAL CARE ASSISTANCE ASSESSMENT TOOL

SCHEDULE C (Section 2.)

FUNCTIONAL REPORT INSTRUCTIONS

The purpose of the Developmental Scale is to determine eligibility for funding for children less than 16 years of age for activities listed in the Functional Report under Section 1 - Personal Care Activities. The ages listed in the column "Age of Child (yrs)" identify the minimum age at which the child becomes eligible for funding for an activity.

SECTION 1 - Personal Care Activities

Please comment on the child's ability to perform the activities for which he or she may be eligible to receive funding.

- if the child is younger than the age in the column, he or she is not eligible for funding for the activity and #3 in the "Not applicable" row should be circled.
 - if the child was not performing the activity prior to the accident, he or she is not eligible for funding for the activity and #2 in the "Not applicable" row should be circled.

Personal Care Activity	Age of Child (yrs):
Level 1 Activities - Home and Community Management	·
1. Meal Preparation: Breakfast	12 +
2. Meal Preparation: Lunch	12 +
3. Meal Preparation: Dinner	12 +
4. Light Housekeeping	16+
5. Heavy Housecleaning	16+
6. Laundry	16+
7. Yard work	16+
8. Community Outings	16 +
9. Financial Management	16+
Level 2 Activities - Mobility and Self-Care	•
10. Transfers: Bed Mobility	21/2+
11. Transfers: Vehicle	21/2+
12. Transfers: Two Person or Hoyer Lift	N/A
13. Home Access	9+
14. Stair Use	11//2+
15. Outdoor Home Access	21/2+
16. Eating/Drinking	3+
17. Grooming/Hygiene	4 +
18. Dressing/Undressing	5+
19. Orthotic/Prosthetics	5+
20. Bathing/Showering	4+
21. Toileting	2 1/2 +
Level 3 Activities -Bowel and Bladder Care	
22. Diaper, catheter, disimpaction	N/A



SCHEDULE C (Section 2.)

FUNCTIONAL REPORT

ana	al Preparation: Breakfast – includes preparing breakfast safely for self related components such as accessing food, table set-up and clean-up. Independent NOT APPLICABLE 1 2 3 4	5 6
1.1	Access to and use of food and tools needed for meal preparation	☐ Independent
	Comments:	
1.2	Preparation of food	☐ Independent
	Comments:	
1.3	Table set-up (including bringing food to table)	□ Independent
	Comments:	
1.4	Clean-up (washing dishes, wiping counters)	□ Independent
	Comments:	
1.5	Other	
	Comments:	
Me rela	al Preparation: Lunch – includes preparing lunch safely for self and ted components such as accessing food, table set-up and clean-up. Independent NOT APPLICABLE 1 2 3 4	5 6
2.1	Access to and use of food and tools needed for meal preparation	☐ Independent
	Comments:	
2.2	Preparation of food	☐ Independent
1	Comments:	
		☐ Independen



ш	DULE C (Section 2.) FUNCTION	ONAL REPOR	A I
2.4	Clean-up (washing dishes, wiping counters)		☐ Independe
	Comments:		
2.5	Other		
	Comments:		
	I Duran continue Disease includes accomming disease antique for collecting		
elat	I Preparation: Dinner – includes preparing dinner safely for self and ed components such as accessing food, table set-up and clean-up. se indicate if the victim's main meal is a meal other than dinner)	□ Independent	NOT APPLICABLE 1 2 3 4 5 6
3.1	Access to and use of food and tools needed for meal preparation		□ Independe
	Comments:		
3.2	Preparation of food		☐ Independe
	Comments:		
3.3	Table set-up (including bringing food to table)		☐ Independe
	Comments:		
3.4	Clean-up (washing dishes, wiping counters)		☐ Independe
	Comments:		
3.5	Other		
	Comments:		
igh	t Housekeeping – includes performing light housekeeping duties as sweeping, dusting and general tidying of the home.	☐ Independent	NOT APPLICABLE 1 2 3 4 5 6
4.1	Dusting		☐ Independe
	Comments:		



4.2	Sweeping							Indepe	:nde
	Comments:								
4.3	General tidying of house (e.g. picking up clothing)							Indepe	nde
	Comments:								
4.4	Other								
	Comments:								
									_
dear acut naki	ry Housecleaning – includes performing major housecleaning activities such as Independent	NOT A	PPLICAB 2	3 3	Ι	4	5	6	T
	Vacuuming							Indepe	-nde
	Comments:								
5.2	Making the bed							Indepe	nde
	Comments:								
5-3	Washing floors							Indepe	nde
	Comments:								
5.4	Garbage disposal							Indepe	nde
	Comments:								
5.5	Cleaning appliances/bathroom(s)							Indepe	nde
	Comments:								
5.6	Other								_



	DULE C (Section 2.)	FUNCTI	ONAL REPOR	.1		
Laur	ndry – includes access to and use of the laundry area and use of the laundry area and and duties such as carrying a basket of clothes, taking lau	d performing	□ Independent	NOT APPLICABLE		
appli	ance, ironing and folding clean clothes.	mary out of the		1 2	3 4	5 6
6.1	Access laundry area					☐ Independen
	Comments:					
6.2	Carry basket of clothes					☐ Independen
	Comments:					
6.3	Transfer laundry					☐ Independen
	Comments:					
6.4	Ironing					☐ Independen
	Comments:					
6.5	Folding					□ Independen
	Comments:					
6.6	Other					
	Comments:					
mow and o	I Work – includes outdoor home maintenance activities ing lawn, snow removal, wood chopping (only if wood is cleaning eavestroughs. This is only to reflect essential nec netic nature. Examples of activities that are not included	the main source of heat) eds and not activities of a	ın	NOT APPLICABLE 1 2	3 4	5 6
7.1	Raking leaves					☐ Independen
	Comments:					
7.2	Mowing lawn					☐ Independen



7.3	Cleaning eavestroughs	☐ Independen
	Comments:	
7.4	Snow removal	☐ Independen
	Comments:	
7.5	Other	
	Comments:	
or pe icces entr other	munity Outings – includes purchasing necessary supplies for the home and present as groceries, clothing, hardware, equipment, etc. It includes sing public services and neighbourhood facilities (e.g. banks, stores, community es), planning and carrying out shopping trips, attending medical appointments and appointments associated with personal care. It also includes the victim's ability expublic transportation when required to complete the community outing.	5 6
8.1	Store Access (e.g. getting to and around a store, getting items off shelves)	☐ Independen
8.1	Store Access (e.g. getting to and around a store, getting items off shelves) Comments:	□ Independen
	Comments:	□ Independen
8.2	Comments: Carrying items (use of cart or other)	☐ Independen
8.2	Comments: Carrying items (use of cart or other) Comments:	
8.2	Carrying items (use of cart or other) Comments: Paying for items	☐ Independen
8.2	Comments: Carrying items (use of cart or other) Comments: Paying for items Comments:	☐ Independen
8.2	Carrying items (use of cart or other) Comments: Paying for items Comments: Specify what public services and neighbourhood shopping, medical and personal care facilities the victim makes use of	☐ Independen



	DULE C (Section 2.) FUNCTION	NAL REPOR	<u> </u>			
8.6	Other					
	Comments:					
Fina at a f	ncial Management – includes accessing funds and completing transactions financial institution or by other means and managing finances independently.	☐ Independent	NOT APPLIC	ABLE 2 3	4	5 6
9.1	Completion of financial transactions					☐ Independen
	Comments:					
9.2	Other					
	Comments:					
Щ						
rel :	2 Activities – Mobility and Self-Care					
Tran	2 Activities – Mobility and Self-Care asfers: Bed Mobility – includes the ability to get into and out of the bed, ell as to adjust body position, turn self or raise self in bed from lying to sitting.	☐ Independent	NOT APPLIC	ABLE 2 3	4	5 6
Tran as we	nsfers: Bed Mobility – includes the ability to get into and out of the bed,	☐ Independent			4	5 6 Independen
Tran as we	nsfers: Bed Mobility – includes the ability to get into and out of the bed, ell as to adjust body position, turn self or raise self in bed from lying to sitting.	☐ Independent			4	
Tran as we	nsfers: Bed Mobility – includes the ability to get into and out of the bed, ell as to adjust body position, turn self or raise self in bed from lying to sitting. Transfer in and out of bed Comments:	☐ Independent			4	□ Independen
Tran as we	nsfers: Bed Mobility – includes the ability to get into and out of the bed, ell as to adjust body position, turn self or raise self in bed from lying to sitting. Transfer in and out of bed	☐ Independent			4	
Tran as we	nsfers: Bed Mobility – includes the ability to get into and out of the bed, ell as to adjust body position, turn self or raise self in bed from lying to sitting. Transfer in and out of bed Comments:	☐ Independent			4	□ Independen
10.1 10.2	nsfers: Bed Mobility – includes the ability to get into and out of the bed, ell as to adjust body position, turn self or raise self in bed from lying to sitting. Transfer in and out of bed Comments: Adjust body position (prone, supine, side-lying) and turn self (180 degrees)	☐ Independent			4	□ Independen
10.1 10.2	Asfers: Bed Mobility – includes the ability to get into and out of the bed, ell as to adjust body position, turn self or raise self in bed from lying to sitting. 1 Transfer in and out of bed Comments: 2 Adjust body position (prone, supine, side-lying) and turn self (180 degrees) Comments:	☐ Independent			4	☐ Independen
10.1 10.2	Insfers: Bed Mobility – includes the ability to get into and out of the bed, ell as to adjust body position, turn self or raise self in bed from lying to sitting. 1 Transfer in and out of bed Comments: 2 Adjust body position (prone, supine, side-lying) and turn self (180 degrees) Comments: 3 Raise self in bed from lying to sitting Comments:	☐ Independent			4	☐ Independen
10.1 10.2	Asfers: Bed Mobility – includes the ability to get into and out of the bed, ell as to adjust body position, turn self or raise self in bed from lying to sitting. 1 Transfer in and out of bed Comments: 2 Adjust body position (prone, supine, side-lying) and turn self (180 degrees) Comments:	☐ Independent			4	☐ Independen



	DULE C (Section 2.) FUNC	TIONAL REPOR	T
Tran :	sfers: Vehicle – includes the ability to get into and position oneself rehicle, do up seatbelt, store mobility aid and transfer out of vehicle.	□ Independent	NOT APPLICABLE 1 2 3 4 5 6
11.1	Transfer in/out of vehicle		☐ Independer
	Comments:		
11.2	Storage of mobility aid		☐ Independer
	Comments:		
11.3	Use of seatbelt		☐ Independer
	Comments:		
11.4	Please state use of any specialized transportation service		
	Comments:		
ceilin	i sfers: Two Person or Hoyer Lift – includes use of a Hoyer lift, g track lift or two persons to perform dependent transfer.	□ Independent	NOT APPLICABLE
ceilin	Isfers: Two Person or Hoyer Lift – includes use of a Hoyer lift, g track lift or two persons to perform dependent transfer. State type of lift used with victim	□ Independent	
ceilin	i sfers: Two Person or Hoyer Lift – includes use of a Hoyer lift, g track lift or two persons to perform dependent transfer.	□ Independent	
12.1	Isfers: Two Person or Hoyer Lift – includes use of a Hoyer lift, g track lift or two persons to perform dependent transfer. State type of lift used with victim	☐ Independent	
Hom radio,	Isfers: Two Person or Hoyer Lift – includes use of a Hoyer lift, g track lift or two persons to perform dependent transfer. State type of lift used with victim Comments: The Access – includes accessing all household equipment (such as TV, phone, yalarm, computer and thermostat). It also includes transferring to and from		1 2 3 4 5 6 NOT APPLICABLE
Hom radio,	Isfers: Two Person or Hoyer Lift – includes use of a Hoyer lift, g track lift or two persons to perform dependent transfer. State type of lift used with victim Comments: The Access – includes accessing all household equipment (such as TV, phone, /alarm, computer and thermostat). It also includes transferring to and from eent surfaces such as from a wheelchair to chair or couch.		1 2 3 4 5 6 NOT APPLICABLE 1 2 3 4 5 6
Hom radio, differential	sfers: Two Person or Hoyer Lift – includes use of a Hoyer lift, g track lift or two persons to perform dependent transfer. State type of lift used with victim Comments: De Access – includes accessing all household equipment (such as TV, phone, /alarm, computer and thermostat). It also includes transferring to and from ent surfaces such as from a wheelchair to chair or couch. Use of equipment		1 2 3 4 5 6 NOT APPLICABLE 1 2 3 4 5 6



1 -	DULE C (Section 2.) FUNCTION	Onal Repor			
13.3	Other				
	Comments:				
tair	Use – includes ascending and descending indoor stairs in the victim's home.	□ Independent	NOT APPLICABLE 1 2 3	3 4 5 6	
14.1	Ascend/descend indoor stairs in the victim's home			☐ Indep	enden
	Comments:				
14.2	(Please include the number of stairs the victim can ascend/descend independently) Other				
	Comments:				
Dutd or a ra	loor Home Access – includes ascending and descending outdoor stairs amp into the home.	□ Independent	NOT APPLICABLE 1 2 3	3 4 5 6	
r a ra	loor Home Access – includes ascending and descending outdoor stairs amp into the home. Ascend/descend outdoor stairs or a ramp into the home	☐ Independent		3 4 5 6	enden
r a ra	amp into the home.	☐ Independent			enden
15.1	Ascend/descend outdoor stairs or a ramp into the home Comments:	☐ Independent			
15.1	Ascend/descend outdoor stairs or a ramp into the home Comments: (Please include the number of stairs the victim can ascend/descend independently)	☐ Independent			
15.1	Ascend/descend outdoor stairs or a ramp into the home Comments: (Please include the number of stairs the victim can ascend/descend independently) Other	☐ Independent			enden
15.1 15.2 15.2	Ascend/descend outdoor stairs or a ramp into the home Comments: (Please include the number of stairs the victim can ascend/descend independently) Other	☐ Independent ☐ Independent ☐ Independent	1 2 S		
r a ra	Ascend/descend outdoor stairs or a ramp into the home Comments: (Please include the number of stairs the victim can ascend/descend independently) Other Comments: ag/Drinking – includes the use of utensils (modified, adaptive or regular) and food or drink to the mouth once the meal is presented. Can also include and adaptive or gastrostomy.		1 2 S	□ Indep	
r a ra	Ascend/descend outdoor stairs or a ramp into the home Comments: (Please include the number of stairs the victim can ascend/descend independently) Other Comments: ag/Drinking – includes the use of utensils (modified, adaptive or regular) nag food or drink to the mouth once the meal is presented. Can also include addrinking by special equipment such as nasogastric tube or gastrostomy. In pis not included in this task, but is accounted for in meal preparation.		1 2 S	☐ Indepo	enden



	OULE C (Section 2.) FUNCTIONAL REPORT	
16.2	Drink to mouth	☐ Independen
10.2	Drink to mouth	<u> </u>
	Comments:	
	Comments.	
16.3	Special equipment (e.g. nasogastric tube)	☐ Not Applica
	Comments:	
16.4	Other	
	Comments:	
roo	ning/Hygiene – includes oral care, hair grooming (not hair washing), Independent NOT APPLICABLE	
vashi se of	ng hands and face, shaving, nail care and/or applying make-up and the tools associated with each of these components.	5 6
17.1	Oral care	☐ Independen
	Comments:	
17.2	Shaving	☐ Independen
	Comments:	
17.3	Hair grooming	☐ Independen
	Comments:	
17.4	Nail (finger/toe) care	☐ Independen
	Comments:	
17.5	Washing hands/face	☐ Independen
		•
	Comments:	
17.6	Applying make-up	☐ Independen
	Comments:	



	DULE C (Section 2.)	INCTIONAL REPORT
17.7	Other	
	Comments:	
)res	sing/Undressing – includes set-up of clothes, lower and upper body	☐ Independent NOT APPLICABLE
Iressi	ing and fasteners, buttons, zippers, bras, hosiery and shoes.	1 2 3 4 5 6
18.1	Set up	☐ Independen
	Comments:	
18.2	Lower body (e.g. hosiery, socks and shoes)	☐ Independen
	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	,
	Comments:	
18.3	Upper body (also includes bra)	☐ Independen
	Comments:	
18.4	Fasteners, buttons, zippers	☐ Independen
	Comments:	
	Comments.	
18.5	Other	
	Comments:	
r pro equir plint	otic/prosthetics – includes assistance in donning or doffing any orth psthetic device, including the application of any ointment or support gar red for the use of the prosthetic or orthotic device. Examples include slin is, braces and tensor bandages. The application of consumable medical s as wound dressings and/or sanitary garments is not included.	ment
	State type of orthotic/prosthetic devices	
-		
	Comments:	



Bathing/Showering – includes bathing (washing, rinsing and drying) the body o		T			
nair either in the tub, shower or sponge/bed bath. It also includes tub or shower	Independent	NOT APPLICABLE 1 2	3	4 5	6
transfer. Refer to Activity #12 Transfers: Two Person or Hoyer Lift for victims who equire that type of assistance.				•	•
20.1 Set-up (tap control, clothes)					Independ
Comments:					
20.2 Transfer in/out of tub or shower] Independ
Comments:					
20.3 Washing and rinsing (body and hair)					Independ
Comments:					
20.4 Drying (body and hair)					Independ
Comments:					
20.5 Other					
Comments:					
Foileting – includes the victim's ability to transfer on/off the toilet, maintain genital/perineal hygiene (access and use toilet paper), change sanitary garments	☐ Independent	NOT APPLICABLE			
and perform clothing adjustments. It also includes the use of a urinal or bedpan. Foileting does not necessarily have to occur in the bathroom. It could be done using In bedside commode. Emptying of a commode, bedpan, colostomy bag, or a urinal is also to be considered toileting.		1 2	3	4 5	6
21.1 Transfer on/off toilet					Independ
Comments:					
					Independ
21.2 Genital/perineal hygiene (accessing/use of toilet paper)					
21.2 Genital/perineal hygiene (accessing/use of toilet paper) Comments:					
					Independ



	DULE C (Section 2.)		FUNCTIONAL	REPORT	
21.4	4 Other				
	Comments:				
vel	3 Activities - Bowel and Bladder	Care			
. Diap	per, catheter, disimpaction – includes use of	diapers, abil	lity to catheterize and disimpa	ct.	
a.	Does the victim require a catheter?	Yes	□ No		
	If yes, is the victim independent?	☐ Yes	□ No		
b.	Does the victim require bowel disimpaction?	☐ Yes	□ No		
	If yes, is the victim independent?	☐ Yes	□ No		
c.	Does the victim require a diaper?	☐ Yes	□ No		
	If yes, is the victim independent?	□ Ves	□ No		
beha in th	pervision –applies when the victim requires basic avioural or medical issues that are not covered in S ne home during the day or during sleeping hours. T se record and explain hours per day needed for sur	Section 1, suc The victim ca	ch as supervision Innot be left alone.	NOT APPLICABLE 1 2 3	4 5 6
beha in th	avioural or medical issues that are not covered in S	Section 1, suc The victim ca	ch as supervision Innot be left alone.		
beha in th Pleas	avioural or medical issues that are not covered in S ne home during the day or during sleeping hours. T	Section 1, suc The victim ca	ch as supervision Innot be left alone.		
beha in th Pleas	avioural or medical issues that are not covered in S ne home during the day or during sleeping hours. T se record and explain hours per day needed for sup	Section 1, suc The victim ca	ch as supervision Innot be left alone.		
beha in th Pleas	avioural or medical issues that are not covered in S ne home during the day or during sleeping hours. T se record and explain hours per day needed for sup	Section 1, suc The victim ca	ch as supervision Innot be left alone.		
beha in th Pleas	avioural or medical issues that are not covered in S ne home during the day or during sleeping hours. T se record and explain hours per day needed for sup	Section 1, suc The victim ca	ch as supervision Innot be left alone.		
beha in th Pleas	avioural or medical issues that are not covered in S ne home during the day or during sleeping hours. T se record and explain hours per day needed for sup	Section 1, suc The victim ca	ch as supervision Innot be left alone.		
beha in th Pleas	avioural or medical issues that are not covered in S ne home during the day or during sleeping hours. T se record and explain hours per day needed for sup	Section 1, suc The victim ca	ch as supervision Innot be left alone.		
beha in th Pleas	avioural or medical issues that are not covered in S ne home during the day or during sleeping hours. T se record and explain hours per day needed for sup	Section 1, suc The victim ca	ch as supervision Innot be left alone.		
beha in th Pleas	avioural or medical issues that are not covered in S ne home during the day or during sleeping hours. T se record and explain hours per day needed for sup	Section 1, suc The victim ca	ch as supervision Innot be left alone.		
beha in th Pleas	avioural or medical issues that are not covered in S ne home during the day or during sleeping hours. T se record and explain hours per day needed for sup	Section 1, suc The victim ca	ch as supervision Innot be left alone.		
beha in th Pleas	avioural or medical issues that are not covered in S ne home during the day or during sleeping hours. T se record and explain hours per day needed for sup	Section 1, suc The victim ca	ch as supervision Innot be left alone.		
beha in th Pleas	avioural or medical issues that are not covered in S ne home during the day or during sleeping hours. T se record and explain hours per day needed for sup	Section 1, suc The victim ca	ch as supervision Innot be left alone.		
beha in th Pleas	avioural or medical issues that are not covered in S ne home during the day or during sleeping hours. T se record and explain hours per day needed for sup	Section 1, suc The victim ca	ch as supervision Innot be left alone.		
beha in th Pleas	avioural or medical issues that are not covered in S ne home during the day or during sleeping hours. T se record and explain hours per day needed for sup	Section 1, suc The victim ca	ch as supervision Innot be left alone.		
beha in th Pleas	avioural or medical issues that are not covered in S ne home during the day or during sleeping hours. T se record and explain hours per day needed for sup	Section 1, suc The victim ca	ch as supervision Innot be left alone.		4 5 6

SCHEDULE D (Section 2.)

Instructions for Scoring Personal Care Activities Listed in Functional Report

NOTE: For victims who are under 16 years of age, please refer to Item 23 below and "Instructions for Scoring with the Developmental Scale".

Level of Assistance Needed

A Independent

The victim can safely complete all of the activity, or the relevant components of the activity, with modifications or adaptive aids if necessary, but without physical or verbal assistance.

B Partially Dependent

The victim can safely complete parts of the activity, or of the relevant components of the activity, with modifications or adaptive aids if necessary. Physical or verbal assistance by another person is required to complete the full activity. The victim may require supervision, set-up or minimal to moderate assistance for part of the activity. Where applicable please score under these headings:

- B Min The victim requires physical or verbal assistance with up to 25% of the activity.
- B Mod The victim requires physical or verbal assistance with up to 50% of the activity.
- B Max The victim requires physical or verbal assistance with up to 75% of the activity.

C Completely Dependent

The victim is completely dependent on the physical or verbal assistance of another person to carry out the activity.

Score Sheet

Choose the score that best reflects the level of assistance that is required by the victim. Scores should reflect the ability of the victim to perform the activities once all approved assistive devices or modifications have been implemented.

Level 1 Activities - Home and Community Management

- **1. Meal Preparation: Breakfast -** includes preparing breakfast safely for self and related components such as accessing food, table set-up and clean-up.
- 2. **Meal Preparation: Lunch –** includes preparing lunch safely for self and related components such as accessing food, table set-up and clean-up.
- 3. **Meal Preparation: Dinner -** includes preparing dinner safely for self and related components such as accessing food, table set-up and clean-up. If the victim's main meal is a meal other than dinner, score that meal accordingly here.
- 4. Light Housekeeping includes performing light housekeeping duties such as sweeping, dusting, and general tidying of the home.
- 5. Heavy Housecleaning includes performing major housecleaning activities such as vacuuming, washing floors, garbage disposal, cleaning appliances and bathrooms and making beds. This also includes annual cleaning such as windows, walls, ceilings, curtains, and carpets.
- 6. Laundry includes access to and use of the laundry area, and performing related duties such as carrying a basket of clothes, taking laundry out of the appliance, ironing, and folding clean clothes.

Partially Dependent example

The victim can only fold and/or iron and cannot do other parts of activity (e.g. carrying basket up/down stairs, lifting items out of washer/dryer).

Completely Dependent examples

- The victim is unable to physically access laundry area or assist in folding clothes.
- **7. Yard Work -** includes outdoor home maintenance activities such as raking leaves, mowing lawn, snow removal, wood chopping (only if wood is the main source of heat) and cleaning eavestroughs. This is only to reflect essential needs and **not** activities of an aesthetic nature. Examples of activities that are not included are painting and pool maintenance.
- 8. Community Outings includes purchasing necessary supplies for the home or for personal use such as groceries, clothes, hardware equipment, etc. It includes accessing public services and neighbourhood facilities (e.g. banks, stores, community centres), planning and carrying out shopping trips, attending medical appointments and other appointments associated with personal care. It also includes the victim's ability to use public transportation when required to complete the community outing.

- CRITERIA FOR SCORING PERSONAL CARE ACTIVITIES SCORING

SECTION 1

OF PERSONAL CARE ACTIVITI



SCHEDULE D (Section 2.)

SCORE SHEET

9. Financial Management – includes accessing funds and completing transactions at a financial institution or by other means and managing finances independently.

Level 2 Activities - Mobility and Self-Care

10. Transfers: Bed Mobility – includes the ability to get into and out of the bed, as well as adjust body position or turn self or raise self in bed from lying to sitting.

Partially Dependent example

- The victim needs assistance with getting into and out of bed but can adjust body position or turn independently.
- **11. Transfers: Vehicle** includes the ability to get into and position self in a vehicle, do up seatbelt, store mobility aid and transfer out of vehicle.

Partially Dependent examples

- The victim needs assistance with putting walker, wheelchair, crutches in the car.
- The victim needs partial assistance with transfer or seatbelt.

Completely Dependent examples

- The victim needs special transportation service.
- The victim needs assistance with all components of the vehicle transfer.
- **12. Transfers: Two Person or Hoyer lift -** The victim needs a Hoyer lift, ceiling track lift or two persons to perform dependent transfer. (Note: if this item is applicable to the victim, he or she automatically scores as C Completely Dependent.)
- 13. Home Access includes access to/use of all household equipment (such as TV, phone, radio/alarm, computer and thermostat). It also includes transferring to/from different surfaces such as from a wheelchair to a chair or couch.
- **14. Stair Use –** includes ascending and descending indoor stairs in the victim's home.

Partially Dependent example

The victim needs assistance with 4 or more stairs but can ascend or descend up to 3 stairs independently.

Completely Dependent example

- The victim cannot ascend/descend stairs without another person present (e.g. stand-by assist).
- 15. Outdoor Home Access includes ability to ascend and descend outdoor stairs or ramp into the home.

Partially Dependent example

■ The victim needs assistance with 4 or more stairs but can ascend or descend up to 3 stairs independently.

Completely Dependent example

- The victim cannot ascend or descend stairs without another person present (e.g. stand-by assist).
- **16. Eating/Drinking -** includes the use of utensils (modified, adaptive or regular) to bring food or drink to the mouth once the meal is presented. Can also include eating/drinking by special equipment such as nasogastric tube or gastrostomy. Set-up is not included in this task, but is accounted for in meal preparation.

Partially Dependent example

- **B Min -** The victim needs assistance with use of utensils (e.g. cutting food).
- 17. **Grooming/Hygiene** includes oral care, hair grooming (not hair washing), washing hands and face, shaving, nail care and/or applying make-up and use of tools associated with each of these components.
- 18. Dressing/Undressing includes set-up of clothes, lower and upper body dressing, and fasteners, buttons, zippers, bras, hosiery and shoes.

Partially Dependent examples

- **B Min** The victim needs assistance with socks and shoes, fasteners, buttons, zippers, or bra.
- **B Mod** The victim needs assistance with entire upper body dressing or lower body dressing, but not both.
- **B Max -** The victim needs assistance with MOST upper body dressing and lower body dressing, but the victim can still complete one or two components of the activity independently.



SCHEDULE D (Section 2.)

SCORE SHEET

- 19. Orthotic/Prosthetics includes assistance in donning or doffing any orthotic or prosthetic device, including the application of any ointment or support garment required for the use of the prosthetic or orthotic device. Examples include slings, splints, braces and tensor bandages. The application of consumable medical supplies such as wound dressings and/or sanitary garments is not included. (Score according to the degree of assistance required.)
- **20. Bathing/Showering** Showering includes bathing (washing, rinsing, and drying) the body and hair either in the tub, shower or sponge/bed bath. It also includes tub or shower transfer. Victims who require the use of a Hoyer lift or two person transfer score additional points under item #12.

Partially Dependent example

- **B Min** The victim needs supervision, stand-by assistance or minimal hands-on assistance for transfer into and out of the tub or shower, but can do all other components of the activity.
- **B Min** The victim can transfer independently but needs assistance with hair washing or set-up.
- **B Mod** The victim needs partial assistance with transfer and washing, rinsing or drying some parts of his or her body.
- B Max The victim needs assistance with transfer and most, but not all, washing, rinsing and drying of his or her body.
- 21. Toileting includes the victim's ability to transfer on / off the toilet, maintain genital/perineal hygiene (access and use toilet paper), change sanitary garments and perform clothing adjustments. It also includes the use of a urinal or bedpan. Toileting does not necessarily have to occur in the bathroom. It could be done using a bedside commode. Emptying of a commode, bedpan, colostomy bag or a urinal is also to be considered toileting.

Partially Dependent example

The victim needs partial assistance with transfer on or off the toilet, removing clothes or emptying of a commode, bedpan or urinal.

Level 3 Activities - Bowel and Bladder Care

22. Diaper, catheter or disimpaction – includes use of diapers, and the victim's ability to catheterize and disimpact.

Partially Dependent example

■ The victim can self-catheterize, but needs assistance with disimpaction.

Completely Dependent example

■ The victim needs assistance with diapers or with both catheterization and disimpaction.

Supervision – applies when the victim requires basic or skilled supervision for behavioural or medical issues that are not covered in Section 1, such as supervision in the home during the day or during sleeping hours. The victim cannot be left alone.

Guidelines for Scoring Supervision for Children

No child is to be given a score under Section 2: Supervision unless the child requires extra supervision beyond what is normal for his or her age and pre-accident medical condition. Overnight supervision is only available if it is medically required.

For example:

- **a** pre-school child would normally attend day care, but cannot due to his or her injuries. The parent or guardian must hire a specialized caregiver so that the parent or guardian is able to attend work. The expense of that specialized caregiver is eligible for coverage.
- a parent or guardian has another child to take to after-school activities, and would normally bring the injured child along but cannot due to the child's injuries. The expense of the extra supervision required while the parent is attending to the needs of the other child is eligible for coverage.

SECTION 2 - SUPERVISION



SCHEDULE D (Section 2.)

SCORE SHEET

The Developmental Scale applies to victims who are under 16 years of age. In such cases, the Developmental Scale is used to weight the scores allowed on the Score Sheet for the applicable activities in the Functional Report.

Assessors should identify the column under which the child's age falls for each activity and review the guidelines for scoring Personal Care Assistance set out below the chart. If the child has a condition unrelated to the accident that affects his or her ability to perform the activities, the Assessor should adjust the scale to account for any developmental delays or disabilities. Adjustments should also be made based on the level at which the child was performing prior to the accident and when the child would likely have been able to perform an activity had the accident not occurred.

SECTION 1 - PERSONAL CARE ACTIVITIES	Independence	of the child (chr	onological age)
	Completely Dependent	Partially Dependent	Independent
Level 1 Activities - Home and Community Management			
1. Meal Preparation: Breakfast	o to 11	12 to 15	16 or +
2. Meal Preparation: Lunch	o to 11	12 to 15	16 or +
3. Meal Preparation: Dinner	o to 11	12 to 15	16 or +
4. Light Housekeeping	o to 15	NA	16 or +
5. Heavy Housecleaning	o to 15	NA	16 or +
6. Laundry	o to 15	NA	16 or +
7. Yard Work	o to 15	NA	16 or +
8. Community Outings	o to 15	NA	16 or +
9. Financial Management	o to 15	NA	16 or +
Level 2 Activities - Mobility and Self-Care	<u> </u>		•
10. Transfers: Bed Mobility	0 to 2 1/2	2 ½ to 5	6 or +
11. Transfers: Vehicle	0 to 2 1/2	2 ½ to 5	6 or +
12. Transfers: Two Person or Hoyer Lift	NA	NA	0+
13. Home Access	o to 8	9 to 12	13 or +
14. Stair Use	0 to 1 1/2	1 ½ to 3 ½	3 ½ or +
15. Outdoor Home Access	0 to 2 1/2	2 ½ to 4	4 or +
16. Eating / Drinking	o to 2	3 to 6	7 or +
17. Grooming / Hygiene	o to 3	4 to 6	7 or +
18. Dressing / Undressing	0 to 4	5 to 8	9 or +
19. Orthotic/Prosthetics	0 to 4	5 to 8	9 or +
20. Bathing/Showering	o to 3	4 to 6	7 or +
21. Toileting	o to 2 ½	2 ½ to 6	6 or +
Level 3 Activities - Bowel and Bladder Care	•		•
22. Diaper, catheter, disimpaction	NA	NA	0+
		I	1



SCHEDULE D (Section 2.)

SCORE SHEET

Section 1 - Guidelines for Scoring Personal Care Activities

Completely Dependent:

The child's contribution to the activity is minimal. The parent or guardian must be present at all times to carry out the activity safely and effectively.

Scoring:

if the child's age falls under the "Completely Dependent" column, then he or she does not qualify for funding for that activity.

In the case of Level 1 Activities - Home and Community Management, except for meal preparation, a child under 16 is not eligible for a partial score or a full score even if he or she was doing the activity prior to the accident.

For example:

a 14-year-old who mowed the grass before the accident would not be given a score for this activity because of his or her age.

Partially Dependent:

The child's contribution to the activity is significant. However, the parent or guardian must be involved regularly with verbal or physical assistance to ensure the activity is carried out safely and effectively.

Scoring:

if the child's age falls under the "Partially Dependent" column then he or she does not qualify for a "Completely Dependent" score. At most, the child can qualify only for the top range of the "Partially Dependent" score (i.e. "B Max").

No score should be awarded unless, as a result of the accident, the child requires assistance greater than that which would otherwise be appropriate at his or her age in accordance with the Developmental Scale.

For example:

- a 4-year old who is partially dependent for toileting after the accident would not receive a score since that level of assistance is appropriate at the child's age under the Developmental Scale.
- a 7-year-old who is entirely dependent on assistance for dressing after the accident would only receive a partially dependent score, because of his or her age, even if before the accident the child dressed independently.

Independent:

The child is able to carry out the activity safely and effectively. The parent or guardian does not have to be involved on a regular basis.

Scoring:

if the child's age falls under the "Independent" column on the Developmental Scale, he or she should be given the appropriate "Partially Dependent" score or "Completely Dependent" score for the activity in question without reference to, or weighting for, the child's age.

For example:

a 14-year-old with a C4 quadriplegia injury was responsible for preparing his or her own breakfast before the accident. This child will receive a "Completely Dependent" score for grooming/hygiene. But, because of the child's age, he or she cannot qualify for more than a "Partially Dependent" score for "Meal Preparation: Breakfast".



SCHEDULE D (Section 2.)

SCORE SHEET

Guidelines for Reassessments of Children

The Developmental Scale is to be applied on the first assessment, but an activity is to receive a score only if the child was actually performing the activity prior to the accident.

On second and subsequent assessments, the activity will be scored in accordance with the child's age and the Developmental Scale. The only exception to this occurs when there is clear evidence that the child would not have been performing the activity, either partially or completely, at the age indicated in the Developmental Scale even if the accident had not happened. Relevant evidence that the child would not have performed the activity even if the accident had not happened includes the presence of debilitating pre-existing conditions and the roles of other children in the family.

For example, a 2-year old was not dressing him or herself independently before the accident. If the child's injuries still prevent him or her from performing the activity at age five, the child will then become eligible for partial funding for the activity.



SCHEDULE D (Section 2.)

SCORE SHEET FOR PERSONAL CARE ACTIVITIES

Act	tivity			Sc	ore		
1.	Meal Preparation: Breakfast	N/A	Α	B Min	B Mod	В Мах	С
		0	0	1	2	3	4
2.	Meal Preparation: Lunch	N/A	Α	B Min	B Mod	В Мах	С
		0	0	1.5	3	4.5	6
3.	Meal Preparation: Dinner	N/A	Α	B Min	B Mod	В Мах	C
		0	0	2	4	6	8
4.	Light Housekeeping	N/A	Α		В		С
		0	0		3		6
5.	Heavy Housecleaning	N/A	Α				С
		0	0				3
6.	Laundry	N/A	Α		В		C
		0	0		1		2
7.	Yard Work	N/A	Α				С
		0	0				3
8.	Community Outings	N/A	Α				С
		0	0				3
9.	Financial Management	N/A	Α				C
		0	0				1
To	tal Score for Level 1					-	
Le	vel 2 Activities - Mobility and Self-Care						
Act	tivity			Sc	ore		
10.	Transfers: Bed Mobility	N/A	Α		В		C
		0	0		3		6
11.	Transfers: Vehicle	N/A	Α		В		C
_		0	0		2		4
12.	Transfers: Two Person or Hoyer Lift	N/A	Α		В		C
		0	0		0		6
13.	Home Access	N/A	Α		В		С
		0	0		3		5



SCHEDULE D (Section 2.)	SCUKE S	HEET FOR	R PERSONA	IL CAKE AC	IIVIIIES	
Activity			Sc	ore		
14. Stair Use	N/A	Α		В		С
	0	0		1.5		3
15. Outdoor Home Access	N/A	Α		В		С
	0	0		1		2
16. Eating/Drinking	N/A	Α	B Min			С
	0	0	4			16
17. Grooming/Hygiene	N/A	Α		В		C
	0	0		2		3
18. Dressing/Undressing	N/A	Α	B Min	B Mod	В Мах	С
	0	0	1.5	3	4.5	6
19 Orthotic/Prosthetics	N/A	Α		В		С
	0	0		2		3
20. Bathing/Showering	N/A	Α	B Min	B Mod	В Мах	С
	0	0	2	4	6	8
. Toileting	N/A	Α		В		С
	0	0		6		12
Total Score for Level 2						
Level ₃ Activities - Bowel and Bladder Care						
Activity			Sc	ore		
22. Bowel and Bladder Care	N/A	Α		В		С
Catheter Disimpaction Diapers	O	0		8		16
Total Score for Level 3						
Activity			Sc	ore		
23. Supervision						
Tatal Composition Const	Average nu	mber of hou	urs per day _		X 12 =	
Total Supervision Score						



SCHEDULE D (Section 2.)

ENTITLEMENT CALCULATION

Each of the activities has been assigned a level depending on the type of care provider needed to perform the activity. Weighting factors have been determined based on the relative cost of each type of care provider.

Personal Care Activities	Score	х	Weighing Factor	=	Weighted Score
Section 1: Level 1 – Home and Community Management		х	1.0	=	line 1
Section 1: Level 2 – Mobility and Self-Care		х	1.05	=	line 2
Section 1: Level 3 – Bowel and Bladder Care		x	2.54	=	line 3
Section 2: Supervision Requirements (average hours/day X 12)		х	1.0	=	line 4
Total Score (sum of individual scores for each level and supervision)	line 5		tal Weighted ((sum of lines 1, 2, 3		line 6

NOTE: Any victim with a total weighted score of 89 or above (line 6) is automatically entitled to the maximum coverage, and there is no need to complete any further calculations in those circumstances.

line 7	If the total weighted score is less than 89, divide line 6 by 89
	Multiply <i>line 7</i> by the indexed monthly maximum for Personal Care Assistance, as prescribed in section 131 of the Act.

Minimum Score:

Line 5 must be 9 or higher without rounding before the victim qualifies for funding.

Entitlement:

Equals the amount set out in line 8 (rounded to the nearest dollar).



··· Appendix B

Instruction and definition pages normally present in the personal care assistance assessment tool have not been reproduced for the cases due to the length of the manual. Instruction and definition pages are available in the complete copy of the personal care assistance assessment tool in Appendix A.

Appendix B



	CASE STUDY #1	CO	VER SHEET	
		Clai	m # 456789)
VICTIM	Name: Kelly White			Age: 30 years
	Date of Injury: January 1, 2005	Type of Injury: Spinal (Compl		Hospital Discharge Date: April 1, 2005 Not Applicable
OR	Name: Judy Ames	•	Discipline:	
ASSESSOR			OT Nurse External Case Manager	☐ Manitoba Public Insurance Case Manager ☐ Other (Please list):
ASSESSMENT	Date of Assessment: May 30, 2005		Further Assessment Due On:	August 1, 2005
SSI	☐ Initial Assessment			
ASSE	Assessor's Signature:		Agency:	
	This assessment has been conducted			
	I understand that I have a right to ap assessment (as provided in s.170 of th			ny Case Manager based on this
	Victim's Signature:		Date:	
			l	



CASE STUDY #1	VICTIM PROFILE
Medical information and background:	
No new information. See previous report.	•
Pre-Accident Needs for Assistance with Personal Care Activities:	
No new information. See previous report.	•
Social Environment: No new information. See previous report.	
no new imormation. See previous report	
	(46)

Appendix B



CASE STUDY #1	VICTIM PROFILE
Physical Environment:	t in the home to facilitate bothing. The environmental control
unit has been set-up to allow Kelly to	t in the home to facilitate bathing. The environmental control open the door.
Vocational Status (work, school): No new information. See previous rep	ort
no new information. See previous rep	
Other:	
	her daughter, Rebecca, at home with her every afternoon. day care all day Monday-Friday. Her husband is no longer
able to assist Kelly with her evening r	outine, as he is very busy with Rebecca at this time.
They are requesting additional assista	ince in the evening for Kelly.



CASE STUDY #1

VICTIM PROFILE

Recommendations:

- 1. Kelly should be reassessed in 2 months.
- 2. Requires reclining commode shower chair for new wheel in shower.
- 3. Requires assistance with evening routine. Husband no longer able to assist. Will need additional assistance from 8-10 pm.
- 4. Daughter will attend daycare full-time Monday to Friday. Kelly will be alone in the afternoon from 2-5:30 pm until her husband arrives home.



CASE STUDY #1

FUNCTIONAL REPORT

(al Preparation: Breakfast – includes preparing breakfast safely for self Independent NOT APPLICABLE			
	апа	related components such as accessing food, table set-up and clean-up. 1 2 3 4	5	6	<u> </u>
Ī	1.1	Access to and use of food and tools needed for meal preparation		Indepei	ndent
		Comments: Not able to access food/use food or tools needed for meal preparation	on.		
	1.2	Preparation of food		Indepe	ndent
		Comments: Requires assistance with all aspects of food preparation.			
ŀ	1.3	Table set-up (including bringing food to table)		Indepe	ndent
		comments: Not able to assist with table set up.			
l	1.4	Clean-up (washing dishes, wiping counters)		Indeper	ndent
		Comments: Not able to assist with clean up.			
L					
	1.5	Other			
	1.5	Other Comments:			
	Mea	cal Preparation: Lunch – includes preparing lunch safely for self and			
	Mea	Comments:	5	6	T -
	Mea	Access to and use of food and tools needed for meal preparation Comments: Independent NOT APPLICABLE 1 2 3 4 2 3 4 1 2 3 4 1 2 3 4 1 2 3 4 1 1 2 3 4 1 1 2 3 4 1 1 2 3 4 1 1 2 3 4 1 1 2 3 4 1 1 2 3 4 1 1 2 3 4 2 2 3 4 2 2 3 4 2 3 4 2 3 4 2 3 4 2 3 4 2 3 4 2 3 4 2 3 4 2 3 4 2 3 4 2 3 4 2 3 4 2 3 4 2 3 4 2 3 4 3		6 Indepen	
	Mea	Tal Preparation: Lunch – includes preparing lunch safely for self and sted components such as accessing food, table set-up and clean-up. Independent NOT APPLICABLE 1 2 3 4			
	Mea relat	Access to and use of food and tools needed for meal preparation Comments: Not able to access food/use food or tools needed for meal preparation Preparation of food	on.		ndent
	Mea relat	Access to and use of food and tools needed for meal preparation Comments: Not able to access food/use food or tools needed for meal preparation	on.	Indepei	ndent
	2.1	Access to and use of food and tools needed for meal preparation Comments: Not able to access food/use food or tools needed for meal preparation Preparation of food	on.	Indepei	ndent



2.4 Clean-up (washing dishes, w	ining counters)			☐ Independe
	o assist with clean up.			<u> </u>
Comments. NOT ADIE (o assist with cicali up.			
2.5 Other				
Comments:				
	icludes preparing dinner safely for self and	☐ Independent	NOT APPLICABLE	
	sing food, table set-up and clean-up. n meal is a meal other than dinner)		1 2	3 4 5 6
3.1 Access to and use of food and	tools needed for meal preparation			☐ Independe
Comments: Not able t	o access food/use food o	r tools needed f	or meal pro	eparation.
				☐ Independe
3.2 Preparation of food				
	assistance with all aspect	s of food prepar	ration.	·
Comments: Requires a		s of food prepar	ration.	Independe
Comments: Requires a			ration.	
Comments: Requires a 3.3 Table set-up (including bring Comments: Not able t	food to table) o assist with table set up		ration.	☐ Independe
Comments: Requires a 3.3 Table set-up (including bring Comments: Not able t	food to table) o assist with table set up iping counters)		ration.	
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3.3 Table set-up (including bring Comments: Not able t 3.4 Clean-up (washing dishes, w. Comments: Not able t 3.5 Other Comments:	food to table) to assist with table set up iping counters) to assist with clean up.		NOT APPLICABLE	☐ Independe



4.2 Sweeping	इ s:Not able to assist with sweeping	□ Independa
	cidying of house (e.g. picking up clothing) s: Not able to assist with general tidying of house.	□ Independe
4.4 Other Comment.	;;	
acuuming, wa	ecleaning – includes performing major housecleaning activities such as Independent Indepen	4 5 6
5.1 Vacuumi	This also includes annual cleaning such as windows, walls, ceilings, curtains, and carpets. Ing Ing Ing In Indian Ind	□ Independe
5.2 Making t	he bed s: Not able to assist with making the bed.	☐ Independe
5.3 Washing Comment.	floors s: Not able to assist with washing floors.	□ Independe
5.4 Garbage Comment	disposal s: Not able to assist with garbage disposal.	□ Independe
_	appliances/bathroom(s) s: Not able to assist with cleaning appliances or bathrooms.	□ Independe



Laundry – includes access to and use of the laundry area and performing related duties such as carrying a basket of clothes, taking laundry out of the appliance, ironing and folding clean clothes.	□ Independent	NOT APPLICABLE 1 2 3 4 5 6	
6.1 Access laundry area		☐ Indep	pendei
Comments:			
6.2 Carry basket of clothes		☐ Indep	pendei
Comments:			
6.3 Transfer laundry		☐ Indep	 pendei
Comments:			
6.4 Ironing Comments:		☐ Indep	 pendei
6.5 Folding Comments:		□ Indep	
6.6 Other Comments:			
Yard Work – includes outdoor home maintenance activities such as raking mowing lawn, snow removal, wood chopping (only if wood is the main source and cleaning eavestroughs. This is only to reflect essential needs and not act aesthetic nature. Examples of activities that are not included are painting an	ce of heat) rivities of an	NOT APPLICABLE 1 2 3 4 5 6	
7.1 Raking leaves Comments:		□ Indep	 pender
7.2 Mowing lawn Comments:		□ Indep	 pendei



7.3 Cleaning eavestroughs	☐ Independe
Comments:	
7.4 Snow removal	☐ Independe
Comments:	
Otto	
7.5 Other Comments:	
Continuents.	
Community Outings – includes purchasing necessary supplies for the home and	OT APPLICABLE
or personal use such as groceries, clothing, hardware, equipment, etc. It includes	
iccessing public services and neighbourhood facilities (e.g. banks, stores, community	1 2 3 4 5 6
rentres), planning and carrying out shopping trips, attending medical appointments and	
other appointments associated with personal care. It also includes the victim's ability	
o use public transportation, when required to complete the community outing.	
o use public transportation when required to complete the community outing.	
	□ Indonosida
8.1 Store Access (e.g. getting to and around a store, getting items off shelves)	☐ Independe
8.1 Store Access (e.g. getting to and around a store, getting items off shelves)	•
8.1 Store Access (e.g. getting to and around a store, getting items off shelves) Comments: Kelly requires special transportation to take her to an	d from the store, and
8.1 Store Access (e.g. getting to and around a store, getting items off shelves) Comments: Kelly requires special transportation to take her to an requires assistance to access items on the shelf and with the	d from the store, and e cart. Her husband or
8.1 Store Access (e.g. getting to and around a store, getting items off shelves) Comments: Kelly requires special transportation to take her to an	d from the store, and e cart. Her husband or
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8.1 Store Access (e.g. getting to and around a store, getting items off shelves) comments: Kelly requires special transportation to take her to and requires assistance to access items on the shelf and with the sister has been doing the grocery shopping since the accide accided. 8.2 Carrying items (use of cart or other)	d from the store, and e cart. Her husband or ent.
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8.1 Store Access (e.g. getting to and around a store, getting items off shelves) Comments: Kelly requires special transportation to take her to and requires assistance to access items on the shelf and with the sister has been doing the grocery shopping since the accide start of the start of the shelf and with the sister has been doing the grocery shopping since the accide start of the shelf and with the sister has been doing the grocery shopping since the accide start of the shelf and with the sister has been doing the grocery shopping since the accide start of the shelf and with the sister has been doing the grocery shopping since the accide start of the shelf and with the sister has been doing the grocery shopping since the accide start of the shelf and with the sister has been doing the grocery shopping since the accide start of the shelf and with the sister has been doing the grocery shopping since the accide start of the shelf and with the sister has been doing the grocery shopping since the accide start of the shelf and she	d from the store, and le cart. Her husband or ent. Independent Independent Independent Independent
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	FUNCT	IONAL REPOR	31	
8.6 Other				
Comments:				
inancial Management – includes accessing t a financial institution or by other means and n		☐ Independent	NOT APPLICABLE	
t a financial institution of by other means and h	пападінд ітапсез іпаерепаенсіў.		1 2 3	4 5 6
9.1 Completion of financial transactions				☐ Independen
Comments: Kelly's computer is				
She is able to pay most				
going to the bank to mak	te money withdrawal	s tor her as	transportation	n is an issue.
9.2 Other				
Comments:				
el 2 Activities – Mobility and Se	f-Care			
ransfers: Bed Mobility – includes the ability		Independent	NOT APPLICABLE	
ransfers: Bed Mobility – includes the ability s well as to adjust body position, turn self or rai		☐ Independent	NOT APPLICABLE 1 2 3	4 5 6
		□ Independent		4 5 6
s well as to adjust body position, turn self or rai	se self in bed from lying to sitting.		1 2 3	☐ Independen
s well as to adjust body position, turn self or rail 10.1 Transfer in and out of bed Comments: A ceiling track sys	se self in bed from lying to sitting.	sist with tra	nsfer in/out o	☐ Independer
s well as to adjust body position, turn self or rai	se self in bed from lying to sitting.	sist with tra	nsfer in/out o	☐ Independer
s well as to adjust body position, turn self or rail 10.1 Transfer in and out of bed Comments: A ceiling track sys	se self in bed from lying to sitting.	sist with tra	nsfer in/out o	☐ Independen
s well as to adjust body position, turn self or rail 10.1 Transfer in and out of bed Comments: A ceiling track sys Kelly is not able to assis	se self in bed from lying to sitting. Stem is in place to as t with transfer in and	sist with tra	nsfer in/out o	☐ Independen
10.1 Transfer in and out of bed Comments: A ceiling track sys Kelly is not able to assis	se self in bed from lying to sitting. Stem is in place to as t with transfer in and arrives and turn self (180 degrees)	sist with tra d out of bed.	nsfer in/out o	☐ Independer f bed. ☐ Independer
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10.1 Transfer in and out of bed Comments: A ceiling track sys Kelly is not able to assis 10.2 Adjust body position (prone, supine, side-ly Comments: Kelly requires assi	se self in bed from lying to sitting. Stem is in place to as t with transfer in and arrives and turn self (180 degrees)	sist with tra d out of bed.	nsfer in/out o	☐ Independen
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10.1 Transfer in and out of bed Comments: A ceiling track sys Kelly is not able to assis 10.2 Adjust body position (prone, supine, side-ly Comments: Kelly requires assi 10.3 Raise self in bed from lying to sitting Comments: She is unable to ra	se self in bed from lying to sitting. Stem is in place to as t with transfer in and and turn self (180 degrees) Stance to adjust her	sist with tra d out of bed. body position	nsfer in/out o	☐ Independen
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10.1 Transfer in and out of bed Comments: A ceiling track sys Kelly is not able to assis 10.2 Adjust body position (prone, supine, side-ly Comments: Kelly requires assi 10.3 Raise self in bed from lying to sitting Comments: She is unable to ra	se self in bed from lying to sitting. Stem is in place to as t with transfer in and and turn self (180 degrees) Stance to adjust her	sist with tra d out of bed. body position	nsfer in/out o	☐ Independen



	FUNCTI	ONAL REPOR	T						
ransfers: Vehicle – includes the ability to get into and posit		☐ Independent	NOT APPLICA	ABLE					
n a vehicle, do up seatbelt, store mobility aid and transfer out o	of venicle.		1 2	2 3	3	4	5	6	L
11.1 Transfer in/out of vehicle								Indepen	ıder
Comments: Kelly uses Handi-Transit fo	or transporta	ion. She and	d her hu	ısbaı	nd a	are	in tl	1e	
process of buying a modified var	-								
11.2 Storage of mobility aid								Indepen	 ıder
Comments: Kelly remains seated in he	r wheelchair	while on the	e bus.						
11.3 Use of seatbelt								Indepen	ıden
comments: Kelly requires assistance value for safety and security.	with her seat	belt and whe	elchair	tie c	wob	/ns			
n.4 Please state use of any specialized transportation service									
Comments: Handi-Transit, as per above	e.								
ransfers: Two Person or Hoyer Lift – includes use of a Ho eiling track lift or two persons to perform dependent transfer.	oyer lift,	□ Independent	NOT APPLICATION 1 2			4		T 6	_ _
			1 2	2 3	3	4	5	6	_ _
								•_	
12.1 State type of lift used with victim									
comments: Kelly requires the assistan Generally, only one person is nee		-				-	er lif	t.	
Comments: Kelly requires the assistan Generally, only one person is need	eded for tran	-	NOT APPLIC	echar	nisn	-			
Comments: Kelly requires the assistan Generally, only one person is need dome Access - includes accessing all household equipment (sadio/alarm, computer and thermostat). It also includes transfe	eded for tran	sfers with th	nese me	echar	nisn	-	5	6	
Comments: Kelly requires the assistan Generally, only one person is need to be a solution of the comment of the	eded for tran	sfers with th	NOT APPLIC. 1 2	ABLE	nisn	4	5	6 Indepen	
Comments: Kelly requires the assistan Generally, only one person is need to be a solution of the comment of the	such as TV, phone, erring to and from	sfers with th	NOT APPLICE 1 2	ABLE 3	nism	4 In ins	5 X	6 Indepen	n
Generally, only one person is need to be a solution of the comments: Kelly requires the assistant Generally, only one person is need to be a solution of the comment of the comment of the comments of the last assessment of the home to allow Kelly to access	such as TV, phone, erring to and from	sfers with th	NOT APPLICE 1 2	ABLE 3	nism	4 In ins	stall TV,	6 Indepen	n io
Comments: Kelly requires the assistant Generally, only one person is need to be a comment of the	such as TV, phone, erring to and from	□ Independent nental control ehold equip	NOT APPLICATION 1 2	ABLE 3	nism	4 In ins	stall TV,	Indepen ed ir radi	n io,
Comments: Kelly requires the assistant Generally, only one person is need to be a seen and the second of the secon	such as TV, phone, erring to and from	□ Independent nental control ehold equip	NOT APPLICATION 1 2	ABLE 3	nism	4 In ins	stall TV,	Indepen ed ir radi	n io,



SE STUDY #1	FUNCTIO	NAL REPOR	RT
13.3 Other Comments: Kelly remains in her whe to different surfaces during the		the day, a	nd does not need to transfer
Stair Use – includes ascending and descending indoor stairs	in the victim's home.	□ Independent	NOT APPLICABLE 1 2 3 4 5 6
14.1 Ascend/descend indoor stairs in the victim's home comments: Kelly is not able to acces for her to go into the basement stairs.			
(Please include the number of stairs the victim can ascend/descend indepen 14.2 Other Comments:	шенну		
Dutdoor Home Access – includes ascending and descendi or a ramp into the home.	ng outdoor stairs	□ Independent	NOT APPLICABLE 1 2 3 4 5 6
15.1 Ascend/descend outdoor stairs or a ramp into the home Comments: A ramp has been installed independently using her power which she accesses via remote (Please include the number of stairs the victim can ascend/descend indepen	l at the front do wheelchair. Sho on the chair.	-	
15.2 Other Comments:			
Eating/Drinking – includes the use of utensils (modified, and to bring food or drink to the mouth once the meal is presented to the mouth once the meal is presented to the meal is presented to the meal is presented to the meal is nasogastric tule to the meal is not included in this task, but is accounted for in meal to the meal	d. Can also include be or gastrostomy.	□ Independent	NOT APPLICABLE 1 2 3 4 5 6
16.1 Use of utensils (food to mouth, cutting food) Comments: Kelly is unable to cut her be fed by a caregiver.	food or bring i	t to her mo	☐ Independer



16.2 Drink to mouth	X Indepen
Comments: Kelly uses a straw to drink but needs it set up in her cu	p holder.
	<u> </u>
16.3 Special equipment (e.g. nasogastric tube)	📈 Not App
Comments:	
16.4 Other	
Comments:	
Grooming/Hygiene – includes oral care, hair grooming (not hair washing), Independent washing hands and face, shaving, nail care and/or applying make-up and the use of tools associated with each of these components.	PLICABLE 2 3 4 5 6
Oral care comments: Kelly is not able to assist with her oral care. She cannot her mouth.	\Box Indepent lift the toothbrush to
Comments: Kelly is not able to assist with her oral care. She cannot	t lift the toothbrush to
Comments: Kelly is not able to assist with her oral care. She cannot her mouth. 17.2 Shaving Comments: Kelly needs assistance with shaving her legs and armpit	t lift the toothbrush to
Comments: Kelly is not able to assist with her oral care. She cannot her mouth. 17.2 Shaving Comments: Kelly needs assistance with shaving her legs and armpit lift the shaver.	□ Indepen
Comments: Kelly is not able to assist with her oral care. She cannot her mouth. 17.2 Shaving Comments: Kelly needs assistance with shaving her legs and armpit lift the shaver. 17.3 Hair grooming Comments: Kelly cannot brush or style her hair. Cannot lift her arms.	□ Indepen
Comments: Kelly is not able to assist with her oral care. She cannot her mouth. 17.2 Shaving Comments: Kelly needs assistance with shaving her legs and armpit lift the shaver. 17.3 Hair grooming Comments: Kelly cannot brush or style her hair. Cannot lift her arms styling tools.	Independent to the limit to the
Comments: Kelly is not able to assist with her oral care. She cannot her mouth. 17.2 Shaving Comments: Kelly needs assistance with shaving her legs and armpit lift the shaver. 17.3 Hair grooming Comments: Kelly cannot brush or style her hair. Cannot lift her arms styling tools.	Independent to the limit to the
Comments: Kelly is not able to assist with her oral care. She cannot her mouth. 17.2 Shaving Comments: Kelly needs assistance with shaving her legs and armpit lift the shaver. 17.3 Hair grooming Comments: Kelly cannot brush or style her hair. Cannot lift her arms styling tools. 17.4 Nail (finger/toe) care Comments: Kelly cannot cut her finger/toenails. Cannot hold the cli	Independents. Cannot hold or Independents. Cannot hold or Independents or hold the brush, Independents or hold the brush, Independents or hold the brush.
Comments: Kelly is not able to assist with her oral care. She cannot her mouth. 17.2 Shaving	Independents. Cannot hold or Independents. Cannot hold or Independents or hold the brush, Independents or hold the brush, Independents or hold the brush.



	FUNCTIONAL REPORT	
17.7 Other		
Comments:		
Dressing/Undressing – includes set-up of clothes, low dressing and fasteners, buttons, zippers, bras, hosiery and		3 4 5 6
18.1 Set up		Independent
,	alathan in hay alagat/dyaasay Cha yaa	•
someone access them for he	clothes in her closet/dresser. She req	juires that
someone access them for her		
18.2 Lower body (e.g. hosiery, socks and shoes)		☐ Independent
comments: Kelly does not have the	fine motor skills needed to do up butt	ons, zippers,
fasteners.		
18.3 Upper body (also includes bra)		Independent
	than alashina	писрепист
Comments: Kelly cannot don or do	ner clothing.	
18.4 Fasteners, buttons, zippers		☐ Independen
18.4 Fasteners, buttons, zippers Comments: Kelly cannot don or do	f her clothing.	□ Independen
• •	f her clothing.	□ Independen
Comments: Kelly cannot don or do	f her clothing.	□ Independen
Comments: Kelly cannot don or do	f her clothing.	□ Independent
Comments: Kelly cannot don or do	f her clothing.	□ Independen
Comments: Kelly cannot don or do	f her clothing.	□ Independen
Comments: Kelly cannot don or do	f her clothing.	□ Independent
Comments: Kelly cannot don or do 18.5 Other Comments: Orthotic/prosthetics – includes assistance in donning	or doffing any orthotic Independent NOT APPLICABLE	□ Independent
Comments: Kelly cannot don or do 18.5 Other Comments: Orthotic/prosthetics – includes assistance in donning or prosthetic device, including the application of any ointr	or doffing any orthotic	
Comments: Kelly cannot don or do 18.5 Other Comments: Orthotic/prosthetics – includes assistance in donning or prosthetic device, including the application of any ointrequired for the use of the prosthetic or orthotic device. Explints, braces and tensor bandages. The application of co	or doffing any orthotic ent or support garment imples include slings, sumable medical supplies	
Comments: Kelly cannot don or do 18.5 Other Comments: Orthotic/prosthetics – includes assistance in donning or prosthetic device, including the application of any ointrequired for the use of the prosthetic or orthotic device. Explints, braces and tensor bandages. The application of co	or doffing any orthotic ent or support garment imples include slings, sumable medical supplies	
Comments: Kelly cannot don or do 18.5 Other Comments: Orthotic/prosthetics – includes assistance in donning or prosthetic device, including the application of any ointrequired for the use of the prosthetic or orthotic device. Explints, braces and tensor bandages. The application of co	or doffing any orthotic ent or support garment imples include slings, sumable medical supplies	
18.5 Other Comments: Orthotic/prosthetics – includes assistance in donning or prosthetic device, including the application of any ointrequired for the use of the prosthetic or orthotic device. Exsplints, braces and tensor bandages. The application of cosuch as wound dressings and/or sanitary garments is not	or doffing any orthotic ent or support garment imples include slings, sumable medical supplies	
18.5 Other Comments: Orthotic/prosthetics – includes assistance in donning or prosthetic device, including the application of any ointrequired for the use of the prosthetic or orthotic device. Exsplints, braces and tensor bandages. The application of cosuch as wound dressings and/or sanitary garments is not	or doffing any orthotic ent or support garment imples include slings, sumable medical supplies	
18.5 Other Comments: Orthotic/prosthetics – includes assistance in donning or prosthetic device, including the application of any ointrequired for the use of the prosthetic or orthotic device. Exsplints, braces and tensor bandages. The application of cosuch as wound dressings and/or sanitary garments is not	or doffing any orthotic ent or support garment imples include slings, sumable medical supplies	
18.5 Other Comments: Orthotic/prosthetics – includes assistance in donning or prosthetic device, including the application of any ointrequired for the use of the prosthetic or orthotic device. Exsplints, braces and tensor bandages. The application of cosuch as wound dressings and/or sanitary garments is not	or doffing any orthotic ent or support garment imples include slings, sumable medical supplies	
18.5 Other Comments: Orthotic/prosthetics – includes assistance in donning or prosthetic device, including the application of any ointrequired for the use of the prosthetic or orthotic device. Exsplints, braces and tensor bandages. The application of cosuch as wound dressings and/or sanitary garments is not	or doffing any orthotic ent or support garment imples include slings, sumable medical supplies	
18.5 Other Comments: Orthotic/prosthetics – includes assistance in donning or prosthetic device, including the application of any ointrequired for the use of the prosthetic or orthotic device. Exsplints, braces and tensor bandages. The application of cosuch as wound dressings and/or sanitary garments is not	or doffing any orthotic ent or support garment imples include slings, sumable medical supplies	
18.5 Other Comments: Orthotic/prosthetics – includes assistance in donning or prosthetic device, including the application of any ointrequired for the use of the prosthetic or orthotic device. Exsplints, braces and tensor bandages. The application of cosuch as wound dressings and/or sanitary garments is not	or doffing any orthotic ent or support garment imples include slings, sumable medical supplies	

Appendix B



SE STUDY #1 FUNCTIONAL REPORT	
Bathing/Showering – includes bathing (washing, rinsing and drying) the body and lair either in the tub, shower or sponge/bed bath. It also includes tub or shower transfer. Refer to Activity #12 Transfers: Two Person or Hoyer Lift for victims who equire that type of assistance.	ABLE 2 3 4 5 6
20.1 Set-up (tap control, clothes)	☐ Independe
Comments: Kelly is unable to complete the bath set-up of turning on taccessing a towel or her clothes. Currently, she is receiving ass a sponge bath until the new wheel-in shower stall is completed.	
20.2 Transfer in/out of tub or shower	☐ Independe
Comments: Kelly remains in bed for a sponge bath. However, once the is complete, the ceiling track system will be used to transfer Ke shower chair.	
20.3 Washing and rinsing (body and hair)	Independe
Comments: Kelly is unable to assist with washing or rinsing her body	or hair.
20.4 Drying (body and hair)	☐ Independe
comments: Kelly is unable to assist with drying her body or hair.	<u> Писрепис</u>
20.5 Other Comments:	
Comments: Foileting – includes the victim's ability to transfer on/off the toilet, maintain Independent NOT APPLICE	ABLE
Comments: Foileting - includes the victim's ability to transfer on/off the toilet, maintain enital/perineal hygiene (access and use toilet paper), change sanitary garments and perform clothing adjustments. It also includes the use of a urinal or bedpan. Foileting does not necessarily have to occur in the bathroom. It could be done using the bedside commode. Emptying of a commode, bedpan, colostomy bag, or a urinal is	ABLE 2 3 4 5 6
Toileting – includes the victim's ability to transfer on/off the toilet, maintain genital/perineal hygiene (access and use toilet paper), change sanitary garments and perform clothing adjustments. It also includes the use of a urinal or bedpan. Toileting does not necessarily have to occur in the bathroom. It could be done using a bedside commode. Emptying of a commode, bedpan, colostomy bag, or a urinal is	2 3 4 5 6
Toileting – includes the victim's ability to transfer on/off the toilet, maintain genital/perineal hygiene (access and use toilet paper), change sanitary garments and perform clothing adjustments. It also includes the use of a urinal or bedpan. Toileting does not necessarily have to occur in the bathroom. It could be done using a bedside commode. Emptying of a commode, bedpan, colostomy bag, or a urinal is also to be considered toileting.	2 3 4 5 6
Toileting – includes the victim's ability to transfer on/off the toilet, maintain penital/perineal hygiene (access and use toilet paper), change sanitary garments and perform clothing adjustments. It also includes the use of a urinal or bedpan. Toileting does not necessarily have to occur in the bathroom. It could be done using a bedside commode. Emptying of a commode, bedpan, colostomy bag, or a urinal is also to be considered toileting.	2 3 4 5 6
Comments: Toileting - includes the victim's ability to transfer on/off the toilet, maintain Independent Ind	
Toileting – includes the victim's ability to transfer on/off the toilet, maintain genital/perineal hygiene (access and use toilet paper), change sanitary garments and perform clothing adjustments. It also includes the use of a urinal or bedpan. Foileting does not necessarily have to occur in the bathroom. It could be done using a bedside commode. Emptying of a commode, bedpan, colostomy bag, or a urinal is also to be considered toileting. 21.1 Transfer on/off toilet Comments: 21.2 Genital/perineal hygiene (accessing/use of toilet paper)	2 3 4 5 6



ASE STUDY #1		FUNCTIONAL REPORT
21.4 Other Comments:		
evel 3 Activities - Bowel and Bladder Diaper, catheter, disimpaction - includes use of the company of the comp		lity to catheterize and disimpact.
a. Does the victim require a catheter?	X Yes	□ No
If yes, is the victim independent?	☐ Yes	□ No
b. Does the victim require bowel disimpaction?	X Yes	□ No
If yes, is the victim independent?	☐ Yes	□ No
c. Does the victim require a diaper?	Yes	⋈ No
If yes, is the victim independent?	☐ Yes	□ No
23.1 Supervision: Comments:		☐ Independer



CASE STUDY #1

SCORE SHEET FOR PERSONAL CARE ACTIVITIES

Act	tivity	Time Score					
1.	Meal Preparation: Breakfast	N/A A B Min B Mod B Max					
	Mean reparation. Breaklase	0	0	1	2		
2.	Meal Preparation: Lunch	N/A	A	B Min	B Mod	3 B Max	4
		0		1.5	3	4.5	6
3.	Meal Preparation: Dinner	N/A	A	B Min	B Mod	B Max	<u> </u>
J.		0		2	4	6	8
4.	Light Housekeeping	N/A	A	_	В		7
		0	0		3		6
5.	Heavy Housecleaning	N/A	Α				7
		0	0				3
6.	Laundry	N/A	Α		В		C
			0	1	1		2
7.	Yard Work	N/A	Α				С
			0				3
8.	Community Outings	N/A	Α				C
		0	0				3
9.	Financial Management	N/A	Α				C
		0	0				
To	tal Score for Level 1			3	31		
Le	vel 2 Activities – Mobility and Self-Care	<u> </u>					
Act	tivity			Time	Score		
10.	Transfers: Bed Mobility	N/A	Α		В		<u></u>
		0	0		3		6
11.	Transfers: Vehicle	N/A	Α		В		C
		0	0		2		4
12.	Transfers: Two Person or Hoyer Lift	N/A	Α		В		C
		0	0		0		6
13.	Home Access	N/A	A		В		C
		0	0	7	3		5



	CASE STUDY #1	SCORE SHEET	FOR PERS	ONAL CA	RE ACTIVIT	TES	
\neg	Activity		Time Score				
	14. Stair Use	N/A	Α	В		С	
			0		1.5		3
	15. Outdoor Home Access	N/A	A	В		С	
		0	0		1		2
	16. Eating/Drinking	N/A	Α	B Min			C
		o	0	4			16
	17. Grooming/Hygiene	N/A	Α		В		C
		0	0		2		3
	18. Dressing/Undressing	N/A	Α	B Min	B Mod	В Мах	(C)
		0	0	1.5	3	4.5	6
	19 Orthotic/Prosthetics	N/A	Α		В		С
		\odot	0		2		3
	20. Bathing/Showering	N/A	Α	B Min	B Mod	В Мах	C
		0	0	2	4	6	8
	21. Toileting	N/A	Α		В		С
			0		6		12
	Total Score for Level 2			4	9		•
Ī	Level ₃ Activities - Bowel and Bladder Care	:					
	Activity			Time	Score		
	22. Bowel and Bladder Care	N/A	Α		В		C
	Catheter Disimpaction	0	0		8		16
	Diapers						
	Total Score for Level 3			7	6		•
72	Activity			Time	Score		
迴	23. Supervision						
RE							
뜅							
R.							
REQUIREMENTS		Average nu	mber of hou	rs per day	:	X 12 =	



CASE STUDY #1

ENTITLEMENT CALCULATION

Each of the activities has been assigned a level depending on the type of care provider needed to perform the activity. Weighting factors have been determined based on the relative cost of each type of care provider.

Personal Care Activities	Score	х	Weighing Factor	=	Weighted Score
Section 1: Level 1 - Home and Community Management	31	х	1.0	=	31 line 1
Section 1: Level 2 – Mobility and Self-Care	49	х	1.05	=	51.45 line 2
Section 1: Level 3 – Bowel and Bladder Care	16	х	2.54	=	40.64 line 3
Section 2: Supervision Requirements (average hours/day X 12)		х	1.0	=	line 4
Total Score (sum of individual scores for each level and supervision)	96 line 5		tal Weighted : (sum of lines 1, 2, 3		123.09 line 6

NOTE: Any victim with a total weighted score of 89 or above (line 6) is automatically entitled to the maximum coverage, and there is no need to complete any further calculations in those circumstances.

	If the total weighted score is less than 89, divide line 6 by 89
line 7	
	Multiply <i>line 7</i> by the indexed monthly maximum for personal Care assistance, as prescribed in section 131 of the Act.

[Assume a PCA monthly maximum of \$3,667 (2004)]

Minimum Score:

Line 5 must be 9 or higher without rounding before the victim qualifies for funding.

Entitlement:

Equals the amount set out in line 8 (rounded to the nearest dollar).

Appendix B



	CASE STUDY #2	CO	VER SHEET	
		Clai	m # 456789	
		Cian	III # 430709	
Σ	Name: John Doe			Age: 19 years
VICTIM				
>	Date of Injury: March 1, 2005	Type of Injury: Traumat	ic Brain Injury	Hospital Discharge Date:
				March 21, 2005
~	Name: Jane Smith		Discipline:	
ASSESSOR				
SSE			✓ OT☐ Nurse	☐ Manitoba Public Insurance Case Manager
A			External Case Manager	Other (Please list):
Ę	Date of Assessment: March 22, 2005		Further Assessment Due On:	April 30, 2005
ASSESSMENT	☐ Initial Assessment			
SES	Assessor's Signature:		Agency:	
AS				
	This assessment has been conducted	in my presence and e	explained to me by	
	I understand that I have a right to ap	ply for a Review of an	y decision made by n	ny Case Manager based on this
	assessment (as provided in s.170 of th	e Manitoba Public In	surance Act).	
	Victim's Signature:		Date:	



CASE STUDY #2

VICTIM PROFILE

Medical information and background:

John was transported to the Health Sciences Centre Emergency Department via ambulance on March 1 following a collision with another vehicle on Highway #3. His GCS on arrival was 6. John was reported to be combative and verbally abusive to staff upon admission. He also stated that he had intermittent periods of post-traumatic amnesia for several days following the accident. He does not recollect many of the visitors he had while in the hospital. These are congruent with a brain injury. An initial CT scan on March 1 revealed a non-depressed linear skull fracture in the right temporal bone, a small subdural hematoma overlying the right posterior temporoparietal lobe, as well as a right hemorrhagic contusion involving the posterior temporal lobe. Another CT scan was completed on March 15, 2005, which revealed that the internal brain injuries had almost completely resolved. As well, John has a 6th Nerve Palsy as a result of the accident, which has not resolved.

Pre-Accident Needs for Assistance with Personal Care Activities:

John was independent with all personal care activities prior to the accident. His mother was primarily responsible for all the light and heavy housecleaning, but John participated in all household activities. John was expected to prepare his own breakfast and lunch, but would eat with the family when home for dinner. His mother or father would generally prepare dinner. John was responsible for doing his own laundry.

Social Environment

John lives with his mother, father and younger sister. He has a very supportive family. He has a girlfriend of one year.

Appendix B



CASE STUDY #2

PERSONAL CARE ASSISTANCE ASSESSMENT TOOL

CASE STUDY #2	VICTIM PROFILE
Physical Environment:	
John lives in a bungalow. There are 4 s in the basement.	tairs into the home, and no railing present. His bedroom is
Vocational Status (work, school):	
John was attending university full-time. at Superstore as a cashier.	He is in his last year of Management. He worked part-time
at ouperstore as a casmen	
Other:	
	to the accident. He plays on the University of Manitoba
	dicated are still present following the accident include:
	vision, extreme sensitivity to light, poor balance, very often
	nd difficulty falling asleep at times. Mom also indicated that we to noise. John has good range of motion in all extremities.
•	These include: no sports, no running, no jumping, no
increased physical exertion that might a	apply too much pressure to the brain. John's doctor gave
	wed for at least the next 6 weeks. He uses the walls for
	eady gait. The diplopia is affecting John's ability to ambulate ead turned to the right as he reports not seeing double out

of his right peripheral field of vision. As well, some difficulty was noted with proximal inhibition of shoulder muscles during the examination. These are indicative of soft neurological signs. Cognitive testing was completed. A complete summary of the results is included in an additional report.



CASE STUDY #2

VICTIM PROFILE

Recommendations:

- 1. John requires the use of grab bars and bath seat for bathing due to impaired balance.
- 2. John requires over arm toilet rails for completing a toilet transfer.
- 3. John requires a sock-aid and long handled shoehorn to put on his socks and shoes.
- 4. He is not using a mobility aid, but requires that someone provide a standby assist when ambulating due to impaired balance.
- 5. Follow-up in 4-6 weeks regarding increase in activity level. Provide information re: same to parents and John.
- 6. Will reassess personal care assistance needs in 4-6 weeks at request of case manager.
- 7. See other report, as requested by MPI, for rehabilitation recommendations.



CASE STUDY #2

FUNCTIONAL REPORT

		al Preparation: Breakfast - includes preparing breakfast safely for self Independent NOT APPLICABLE			
a	па	related components such as accessing food, table set-up and clean-up. 1 2 3 4	5	6	
Γ	1.1	Access to and use of food and tools needed for meal preparation		Indepen	ndent
		Comments: Due to impaired balance, John requires assistance with meal preparate	tion.	•	
		He is still not steady when ambulating and cannot reach for tools/food need for meal preparation.	led		
l	1.2	Preparation of food		Indepen	ndent
		Comments: John attempts to stabilize himself using the counter when preparing f but cannot stand for long periods as he gets dizzy and feels nauseous.	ood,	1	
ŀ	1.3	Table set-up (including bringing food to table)		Indepen	ndent
		Comments: Not able to assist with table set up due to impaired balance.			
L	1.4	Clean-up (washing dishes, wiping counters)		Indepen	ndent
1		Comments: Not able to assist with clean up due to impaired balance.			
		comments: Not able to assist with clean up due to impaired balance.			
	1.5	Other Comments:			
	Лeа	Other	5	6	
I N	Mea	Other Comments: Comments Co		6 Indepen	
I n	Mea	Other Comments: Stall Preparation: Lunch - includes preparing lunch safely for self and sted components such as accessing food, table set-up and clean-up. Independent NOT APPLICABLE 1 2 3 4 1 2 3 4 1 1 2 3 4 1 1 2 3 3 4 1 1 1 2 3 3 4 1 1 1 2 3 3 4 1 1 1 2 3 3 4 1 1 1 1 1 1 1 1 1		Indepen	
I n	Mea	Other Comments: Comments Com	_ tion.	Indepen	ndent
	Mea elat	Other Comments: al Preparation: Lunch – includes preparing lunch safely for self and ted components such as accessing food, table set-up and clean-up. Access to and use of food and tools needed for meal preparation Comments: Due to impaired balance, John requires assistance with meal preparation He is still not steady when ambulating and cannot reach for tools/food need	tion.	Indepen	ndent
	Mea elat	Other Comments: al Preparation: Lunch – includes preparing lunch safely for self and ited components such as accessing food, table set-up and clean-up. Access to and use of food and tools needed for meal preparation Comments: Due to impaired balance, John requires assistance with meal preparation He is still not steady when ambulating and cannot reach for tools/food need preparation.	tion.	Indepen	ndent ne a
N r	Aea elat	Other Comments: al Preparation: Lunch – includes preparing lunch safely for self and ted components such as accessing food, table set-up and clean-up. Access to and use of food and tools needed for meal preparation Comments: Due to impaired balance, John requires assistance with meal preparation He is still not steady when ambulating and cannot reach for tools/food need preparation. Preparation of food Comments: John attempts to stabilize himself using the counter when preparing for the counter when th	tion. led f	Indepen	mea



SE STUDY #2	FUNC	TIONAL REPOR	RT .	
2.4 Clean-up (washing dishes, wiping counters) Comments: Not able to assist w	ith table set up d	ue to impaired	l balance.	□ Independent
2.5 Other				
Comments:				
Meal Preparation: Dinner – includes preparing o	dinner cafely for celf and			
related components such as accessing food, table se (please indicate if the victim's main meal is a meal o	t-up and clean-up.	□ Independent	NOT APPLICABLE 1 2 3	4 5 6
3.1 Access to and use of food and tools needed for I Comments:	meal preparation			□ Independent
3.2 Preparation of food				☐ Independent
Comments:				
3.3 Table set-up (including bring food to table)				☐ Independent
Comments:				
3.4 Clean-up (washing dishes, wiping counters)				☐ Independent
Comments:				
3.5 Other				
Comments:				
Light Housekeeping - includes performing light l such as sweeping, dusting and general tidying of the	housekeeping duties e home.	□ Independent	NOT APPLICABLE 1 2 3	4 5 6
4.1 Dusting				☐ Independent
Comments:				



4.2 Sweeping	☐ Independ
Comments:	,
4.3 General tidying of house (e.g. picking up clothing)	☐ Independ
Comments:	
4.4 Other	
Comments:	
Heavy Housecleaning – includes performing major housecleaning activities such as Ir acuuming, washing floors, garbage disposal, cleaning appliances and bathrooms and naking beds. This also includes annual cleaning such as windows, walls, ceilings, curtains, and	ndependent NOT APPLICABLE 1 2 3 4 5 6 carpets.
5.1 Vacuuming	☐ Independ
Comments:	
5.2 Making the bed	☐ Independ
Comments:	
5.3 Washing floors	☐ Independ
Comments:	
5.4 Garbage disposal	☐ Independ
Comments:	
5.5 Cleaning appliances/bathroom(s)	☐ Independ
Comments:	
5.6 Other Comments:	



SE STUDY #2	FUNCTIONAL REPORT
.aundry – includes access to and use of the laundry area and elated duties such as carrying a basket of clothes, taking lau appliance, ironing and folding clean clothes.	
6.1 Access laundry area	☐ Independe
makes ambulating independently	e main level of the home, but John's impaired balance y to the area difficult. He is using walls to support hims ance and often feels nauseous and dizzy when standin
6.2 Carry basket of clothes	☐ Independe
Comments: John is unable to carry a poor balance.	laundry basket full of clothes independently due to hi
6.3 Transfer laundry	☐ Independa
	r laundry from the basket to the machine independent
6.4 Ironing	☐ Independa
Comments: John is not safe to iron clumemory and reasoning.	lothing due to poor balance, diplopia and impaired
6.5 Folding	☐ Independe
comments: John can assist his mother this difficult at times as he fatig	☐ Independe er with folding clothing when sitting in a chair, but fin gues quite easily. He sometimes is not tolerating sitting subsides in sitting, but sometimes upon exertion return
comments: John can assist his mother this difficult at times as he fatig for long periods. The dizziness	er with folding clothing when sitting in a chair, but fin pues quite easily. He sometimes is not tolerating sittin
comments: John can assist his mother this difficult at times as he fatig for long periods. The dizziness seven in sitting. 6.6 Other Comments: Aard Work – includes outdoor home maintenance activities mowing lawn, snow removal, wood chopping (only if wood is and cleaning eavestroughs. This is only to reflect essential needs.	such as raking leaves, the main source of heat) eds and not activities of an
comments: John can assist his mother this difficult at times as he fatig for long periods. The dizziness seven in sitting. 6.6 Other Comments: Yard Work – includes outdoor home maintenance activities mowing lawn, snow removal, wood chopping (only if wood is and cleaning eavestroughs. This is only to reflect essential needs.	such as raking leaves, the main source of heat) eds and not activities of an
Comments: John can assist his mother this difficult at times as he fatig for long periods. The dizziness seven in sitting. 6.6 Other Comments: Ard Work – includes outdoor home maintenance activities mowing lawn, snow removal, wood chopping (only if wood is and cleaning eavestroughs. This is only to reflect essential need the state of activities that are not included. 7.1 Raking leaves	such as raking leaves, the main source of heat) eds and not activities of an are painting and pool maintenance.
Comments: John can assist his mother this difficult at times as he fatig for long periods. The dizziness seven in sitting. 6.6 Other Comments: Ard Work – includes outdoor home maintenance activities mowing lawn, snow removal, wood chopping (only if wood is and cleaning eavestroughs. This is only to reflect essential need resthetic nature. Examples of activities that are not included 7.1 Raking leaves Comments: John was responsible for at present.	such as raking leaves, the main source of heat) eds and not activities of an are painting and pool maintenance.
Comments: John can assist his mother this difficult at times as he fatig for long periods. The dizziness seven in sitting. 6.6 Other Comments: Card Work – includes outdoor home maintenance activities and cleaning eavestroughs. This is only to reflect essential neatesthetic nature. Examples of activities that are not included 7.1 Raking leaves Comments: John was responsible for	such as raking leaves, Independent the main source of heat) eds and not activities of an are painting and pool maintenance. Independent the most of the yard work. This task is not required



CASE STUDY #2

FUNCTIONAL REPORT

7.3	Cleaning eavestroughs Independent
	comments: John is unable to climb ladders or be on raised platforms due to impaired
	balance, and judgment. His diplopia also makes this activity difficult.
7.4	Snow removal Independent
	Comments: John is not to exert himself for the next 4-6 weeks and therefore cannot participate in snow shovelling.
7.5	Other
	Comments:
r pe ces entr	munity Outings – includes purchasing necessary supplies for the home and rsonal use such as groceries, clothing, hardware, equipment, etc. It includes sing public services and neighbourhood facilities (e.g. banks, stores, community 25), planning and carrying out shopping trips, attending medical appointments and appointments associated with personal care. It also includes the victim's ability
	public transportation when required to complete the community outing.
us	Store Access (e.g. getting to and around a store, getting items off shelves) Comments: John is no longer able to drive following the accident. His diplopia and impaired judgment and reasoning as well as other cognitive deficits make driving unsafe. He is
8.1	Store Access (e.g. getting to and around a store, getting items off shelves) Comments: John is no longer able to drive following the accident. His diplopia and impaired judgment and reasoning as well as other cognitive deficits make driving unsafe. He is not to be in the community unaccompanied for similar reasons. He still has poor stamina, and has not been on any community outings since being home.
8.1	Store Access (e.g. getting to and around a store, getting items off shelves) Comments: John is no longer able to drive following the accident. His diplopia and impaired judgment and reasoning as well as other cognitive deficits make driving unsafe. He is not to be in the community unaccompanied for similar reasons. He still has poor stamina, and has not been on any community outings since being home. Carrying items (use of cart or other) Comments: John is more stable when using the cart for support while shopping, however,
8.1 8.2	Store Access (e.g. getting to and around a store, getting items off shelves) Comments: John is no longer able to drive following the accident. His diplopia and impaired judgment and reasoning as well as other cognitive deficits make driving unsafe. He is not to be in the community unaccompanied for similar reasons. He still has poor stamina, and has not been on any community outings since being home. Carrying items (use of cart or other) Comments: John is more stable when using the cart for support while shopping, however, he is not to be unaccompanied in the store at present. His diplopia presents challenge when in busy areas, and he is not able to stand for excess amounts of time.
8.1 8.2	Store Access (e.g. getting to and around a store, getting items off shelves) Comments: John is no longer able to drive following the accident. His diplopia and impaired judgment and reasoning as well as other cognitive deficits make driving unsafe. He is not to be in the community unaccompanied for similar reasons. He still has poor stamina, and has not been on any community outings since being home. Carrying items (use of cart or other) Comments: John is more stable when using the cart for support while shopping, however, he is not to be unaccompanied in the store at present. His diplopia presents challenge when in busy areas, and he is not able to stand for excess amounts of time. Paying for items Independent Comments: John is more stable when using the cart for support while shopping, however,
8.1 8.2	Store Access (e.g. getting to and around a store, getting items off shelves) Comments: John is no longer able to drive following the accident. His diplopia and impaired judgment and reasoning as well as other cognitive deficits make driving unsafe. He is not to be in the community unaccompanied for similar reasons. He still has poor stamina, and has not been on any community outings since being home. Carrying items (use of cart or other) Comments: John is more stable when using the cart for support while shopping, however, he is not to be unaccompanied in the store at present. His diplopia presents challenge when in busy areas, and he is not able to stand for excess amounts of time. Paying for items Independent Comments: John is more stable when using the cart for support while shopping, however, he is not to be unaccompanied in the store at present. His diplopia presents challenge.
8.1 8.2	Store Access (e.g. getting to and around a store, getting items off shelves) Comments: John is no longer able to drive following the accident. His diplopia and impaired judgment and reasoning as well as other cognitive deficits make driving unsafe. He is not to be in the community unaccompanied for similar reasons. He still has poor stamina, and has not been on any community outings since being home. Carrying items (use of cart or other) Comments: John is more stable when using the cart for support while shopping, however, he is not to be unaccompanied in the store at present. His diplopia presents challenge when in busy areas, and he is not able to stand for excess amounts of time. Paying for items Comments: John is more stable when using the cart for support while shopping, however, he is not to be unaccompanied in the store at present. His diplopia presents challenge when in busy areas, and he is not able to stand for excess amounts of time. Specify what public services and neighbourhood shopping, medical and personal care facilities the victim makes use of
8.1 8.2 8.4	Store Access (e.g. getting to and around a store, getting items off shelves) Comments: John is no longer able to drive following the accident. His diplopia and impaired judgment and reasoning as well as other cognitive deficits make driving unsafe. He is not to be in the community unaccompanied for similar reasons. He still has poor stamina, and has not been on any community outings since being home. Carrying items (use of cart or other) Comments: John is more stable when using the cart for support while shopping, however, he is not to be unaccompanied in the store at present. His diplopia presents challenges when in busy areas, and he is not able to stand for excess amounts of time. Paying for items Comments: John is more stable when using the cart for support while shopping, however, he is not to be unaccompanied in the store at present. His diplopia presents challenges when in busy areas, and he is not able to stand for excess amounts of time. Specify what public services and neighbourhood shopping, medical and personal care facilities the victim makes use of Comments: John has not yet had any public outings, but will need to attend medical facilitie in the next few weeks for check-ups. He will require that someone accompany him to



SE STUDY #2	FUNCTIO	NAL REPOR	I	
8.6 Other				
Comments:				
Financial Management – includes accessing f	unds and completing transactions	☐ Independent	NOT APPLICABLE	
at a financial institution or by other means and m	anaging finances independently.		1 2 3	3 4 5 6
9.1 Completion of financial transactions				☐ Independent
comments: John requires assi	stance with hanking t	le hae atte	mnted to do	•
line, but his diplopia mak				
family members. John ha				
memory, therefore, he re	quires assistance with	completion	ı of transact	tions.
9.2 Other				
Comments:				
Comments.				
Transfers: Bed Mobility – includes the ability as well as to adjust body position, turn self or rais		Independent	NOT APPLICABLE 1 2 3	3 4 5 6
10.1 Transfer in and out of bed				☐ Independent
Comments:				
and Adjust had unasition (property suring side by	ing) and turn solf (20 dogress)			Independent
10.2 Adjust body position (prone, supine, side-ly	nig) and turn sen (180 degrees)			<u> Пиерепаета</u>
Comments:				
10.3 Raise self in bed from lying to sitting				☐ Independent
Comments:				
Commencs.				
10.4 Other				
Comments:				
1				



ransfers: Vehicle – includes the ability to get into and pos n a vehicle, do up seatbelt, store mobility aid and transfer out		□ Independent	NOT APPLICA	BLE 3	4	5	6	
11.1 Transfer in/out of vehicle							Independ	lon
Comments: John is able to physically requires a standby assist for sa					owe		•	
11.2 Storage of mobility aid							Independ	len
Comments: John is not using a mobili	ity aid.							
11.3 Use of seatbelt						X	Independ	len
Comments:								
11.4 Please state use of any specialized transportation service comments: John does not require sp parents as he is not able to driv	ecialized tran	sportation, j	ust the a	assista	nce	of hi	s	
ransfers: Two Person or Hoyer Lift – includes use of a Feiling track lift or two persons to perform dependent transfer		□ Independent	NOT APPLICA	BLE 3	4	5	6	
eiling track lift or two persons to perform dependent transfer		□ Independent			4	5	6	
		□ Independent			4	5	6	
eiling track lift or two persons to perform dependent transfer 12.1 State type of lift used with victim Comments: Iome Access – includes accessing all household equipment adio/alarm, computer and thermostat). It also includes trans	(such as TV, phone, ferring to and from	☐ Independent		3	4	5	6	
eiling track lift or two persons to perform dependent transfer	(such as TV, phone, ferring to and from		NOT APPLICA	3		5		len
eiling track lift or two persons to perform dependent transfer 12.1 State type of lift used with victim Comments: Iome Access – includes accessing all household equipment adio/alarm, computer and thermostat). It also includes trans ifferent surfaces such as from a wheelchair to chair or couch.	(such as TV, phone, ferring to and from		NOT APPLICA	3		5	6	llen
illing track lift or two persons to perform dependent transfer 12.1 State type of lift used with victim Comments: Iome Access – includes accessing all household equipment adio/alarm, computer and thermostat). It also includes transifferent surfaces such as from a wheelchair to chair or couch.	(such as TV, phone, ferring to and from		NOT APPLICA	3		5	6	



SE STUDY #2 FUNCT	IONAL REPOR	NI .
13.3 Other Comments:		
Stair Use – includes ascending and descending indoor stairs in the victim's home.	□ Independent	NOT APPLICABLE 1 2 3 4 5 6
14.1 Ascend/descend indoor stairs in the victim's home		☐ Independen
alone. John needs assistance in the am and p (Please include the number of stairs the victim can ascend/descend independently) 14.2 Other Comments:	gotting to	
Dutdoor Home Access – includes ascending and descending outdoor stairs r a ramp into the home.	□ Independent	NOT APPLICABLE 1 2 3 4 5 6
15.1 Ascend/descend outdoor stairs or a ramp into the home		☐ Independen
Comments: John requires a standby assist to ascenthere is no railing.	nd/descend	outdoor stairs (4 stairs) as
	nd/descend	outdoor stairs (4 stairs) as
there is no railing.	nd/descend	outdoor stairs (4 stairs) as
there is no railing. (Please include the number of stairs the victim can ascend/descend independently)	nd/descend	outdoor stairs (4 stairs) as
there is no railing. (Please include the number of stairs the victim can ascend/descend independently) 15.2 Other Comments:		
there is no railing. (Please include the number of stairs the victim can ascend/descend independently) 15.2 Other	nd/descend	NOT APPLICABLE 1 2 3 4 5 6
there is no railing. (Please include the number of stairs the victim can ascend/descend independently) 15.2 Other Comments: Sating/Drinking – includes the use of utensils (modified, adaptive or regular) or bring food or drink to the mouth once the meal is presented. Can also include ating/drinking by special equipment such as nasogastric tube or gastrostomy.		NOT APPLICABLE



16 2	Drink to mouth	☐ Independe
		пасрепа
	Comments:	
16.3	Special equipment (e.g. nasogastric tube)	□ Not Appli
	Comments:	
16.4	Other	
	Comments:	
	ming/Hygiene – includes oral care, hair grooming (not hair washing),	
ashi se of	ing hands and face, shaving, nail care and/or applying make-up and the ftools associated with each of these components.	3 4 5 6
17.1	Oral care	💢 Independe
	Comments:	
17.2	Shaving Comments: John requires minimal supervision when shaving. Mom is thin an electric razor. He requires some assistance with set-up.	•
	Shaving Comments: John requires minimal supervision when shaving. Mom is thin	☐ Independe Iking of buying h
	Shaving Comments: John requires minimal supervision when shaving. Mom is thin an electric razor. He requires some assistance with set-up.	king of buying h
17.3	Shaving Comments: John requires minimal supervision when shaving. Mom is thin an electric razor. He requires some assistance with set-up. Hair grooming	king of buying h
17.3	Shaving Comments: John requires minimal supervision when shaving. Mom is thin an electric razor. He requires some assistance with set-up. Hair grooming Comments:	king of buying h
17.3	Shaving Comments: John requires minimal supervision when shaving. Mom is thin an electric razor. He requires some assistance with set-up. Hair grooming Comments: Nail (finger/toe) care Comments: John requires assistance to cut his toenails. He has difficulty	king of buying h
17.3	Shaving Comments: John requires minimal supervision when shaving. Mom is thin an electric razor. He requires some assistance with set-up. Hair grooming Comments: Nail (finger/toe) care Comments: John requires assistance to cut his toenails. He has difficulty and his diplopia makes it difficult to see accurately.	Iking of buying h
17.4	Shaving Comments: John requires minimal supervision when shaving. Mom is thin an electric razor. He requires some assistance with set-up. Hair grooming Comments: Nail (finger/toe) care Comments: John requires assistance to cut his toenails. He has difficulty and his diplopia makes it difficult to see accurately. Washing hands/face Comments:	Iking of buying h
17.4	Shaving Comments: John requires minimal supervision when shaving. Mom is thin an electric razor. He requires some assistance with set-up. Hair grooming Comments: Nail (finger/toe) care Comments: John requires assistance to cut his toenails. He has difficulty and his diplopia makes it difficult to see accurately. Washing hands/face Comments:	Independent Indepe



		FUNCTION			
17.7 Other					
Comments:					
	ncludes set-up of clothes, lower o		☐ Independent	NOT APPLICABLE	
aressing and fasteners, butt	ons, zippers, bras, hosiery and sh	10es.	·	1 2 3	4 5 6
Comments: John of decision-ma	needs assistance w king.	rith set-up due	to impaired	balance, and	☐ Independent
18.2 Lower body (e.g. hosie	ery, socks and shoes)				☐ Independent
complete the	was given a sockai e activity lying dow en sitting. He was a	vn. His impaire	d balance m	akes complet	ing this activity
18.3 Upper body (also inclu	udes bra)				X Independent
Comments:					
18.4 Fasteners, buttons, zi	ppers				
Comments:					
18.5 Other					
18.5 Other Comments:					
Comments: Orthotic/prosthetics – i or prosthetic device, includin required for the use of the pisplints, braces and tensor be	ncludes assistance in donning or ng the application of any ointmer osthetic or orthotic device. Exan andages. The application of consi d/or sanitary garments is not inc	nt or support garment nples include slings, umable medical supplies	☐ Independent	NOT APPLICABLE 1 2 3	4 5 6
Comments: Orthotic/prosthetics – i or prosthetic device, includin required for the use of the pisplints, braces and tensor be	ng the application of any ointmer rosthetic or orthotic device. Exan andages. The application of consi d/or sanitary garments is not inc	nt or support garment nples include slings, umable medical supplies	☐ Independent		4 5 6
Orthotic/prosthetics – i or prosthetic device, includir required for the use of the prosplints, braces and tensor be such as wound dressings an	ng the application of any ointmer rosthetic or orthotic device. Exan andages. The application of consi d/or sanitary garments is not inc	nt or support garment nples include slings, umable medical supplies	☐ Independent		4 5 6
Orthotic/prosthetics – i or prosthetic device, includir required for the use of the prosplints, braces and tensor be such as wound dressings an	ng the application of any ointmer rosthetic or orthotic device. Exan andages. The application of consi d/or sanitary garments is not inc	nt or support garment nples include slings, umable medical supplies	☐ Independent		4 5 6
Orthotic/prosthetics – i or prosthetic device, includir required for the use of the pr splints, braces and tensor be such as wound dressings and	ng the application of any ointmer rosthetic or orthotic device. Exan andages. The application of consi d/or sanitary garments is not inc	nt or support garment nples include slings, umable medical supplies	☐ Independent		4 5 6



Bathing/Showering – includes bathing (washing, rinsing and drying) the body and 🔲 Independent 🗔	
Independent transfers. Two Person or Hoyer Lift for victims who require that type of assistance.	1
20.1 Set-up (tap control, clothes)	☐ Independe
Comments: John requires assistance with his clothing. He can according independently.	djust the tap control
20.2 Transfer in/out of tub or shower	☐ Independe
comments: John requires a standby assist for transferring in and impaired balance. Grab bars and a bath bench are also req	
20.3 Washing and rinsing (body and hair)	X Independe
Comments:	
20.4 Drying (body and hair)	🗶 Independe
Comments:	
20.5 Other	
Comments:	
Toileting – includes the victim's ability to transfer on/off the toilet, maintain penital/perineal hygiene (access and use toilet paper), change sanitary garments and perform clothing adjustments. It also includes the use of a urinal or bedpan. Foileting does not necessarily have to occur in the bathroom. It could be done using a bedside commode. Emptying of a commode, bedpan, colostomy bag, or a urinal is also to be considered toileting.	IOT APPLICABLE 1 2 3 4 5 6
21.1 Transfer on/off toilet	X Independe
Comments: Uses over arm toilet rails.	
21.2 Genital/perineal hygiene (accessing/use of toilet paper) Comments:	🗶 Independe
	X Independe □ Independe



a. Does the If yes, is b. Does the If yes, is c. Does the	ities - Bowel and Bladder eter, disimpaction - includes use of e victim require a catheter? the victim independent? e victim require bowel disimpaction? the victim independent?		■ No	t.	
a. Does the If yes, is b. Does the If yes, is c. Does the	rities – Bowel and Bladder eter, disimpaction – includes use of e victim require a catheter? the victim independent? e victim require bowel disimpaction?	diapers, ability	■ No	t.	
a. Does the If yes, is b. Does the If yes, is c. Does the	eter, disimpaction – includes use of e victim require a catheter? the victim independent? e victim require bowel disimpaction?	diapers, ability	■ No	t.	
b. Does the	the victim independent? e victim require bowel disimpaction?	☐ Yes [
b. Does the	e victim require bowel disimpaction?		□ No		
c. Does the	·	☐ Yes 】			
c. Does the	·		■ No		
	•	☐ Yes [
If yes, is	e victim require a diaper?	☐ Yes	 ▼ No		
1	the victim independent?	☐ Yes [□ No		
He is John while routi the a	is: John requires adult s is independent and safe i's parents are at work they are gone. A hea ine and lunch for appro afternoons to assist with	e during to all day to alth care to ox. 4 hou th comm	the sleeping hou B:30-5:00. He rec attendant is reco ırs, while a rehal	rs between 11:00 quires that someon ommended for the bilitation worker is	p.m 8:30 a.m. ne be with him morning s suggested for



CASE STUDY #2

SCORE SHEET FOR PERSONAL CARE ACTIVITIES

Lev	el 1 Activities - Home and Community Ma	nagement					
Act	ivity			Sc	ore		
1.	Meal Preparation: Breakfast	N/A	Α	B Min	B Mod	В Мах	C
		0	0	1	2	3	4
2.	Meal Preparation: Lunch	N/A	Α	B Min	B Mod	В Мах	C
		0	0	1.5	3	4.5	6
3.	Meal Preparation: Dinner	N/A	Α	B Min	B Mod	В Мах	С
			0	2	4	6	8
4.	Light Housekeeping	N/A	Α		В		С
		\odot	0		3		6
5.	Heavy Housecleaning	N/A	Α				С
		\odot	0				3
6.	Laundry	N/A	Α		В		C
		0	0		1		2
7.	Yard Work	N/A	Α				C
		0	0				3
8.	Community Outings	N/A	Α				6
		O	0				3
9.	Financial Management	N/A	Α				0
		0	0				
Tot	al Score for Level 1			1	9		
Lev	el 2 Activities - Mobility and Self-Care						
Act	ivity			Sc	ore		
10.	Transfers: Bed Mobility	N/A	A		В		С
		0	lacksquare		3		6
11.	Transfers: Vehicle	N/A	A		B		С
		0	0		2		4
12.	Transfers: Two Person or Hoyer Lift	N/A	Α		В		С
			0		0		6
		N/A	A		В		
13.	Home Access	•					ļ



CASE STUDY #2	SCORE SHEET	FOR PERS	SONAL CAF	RE ACTIVIT	TES			
Activity			Sco	ore				
14. Stair Use	N/A	А		В		C		
	0	0		1.5		3		
15. Outdoor Home Access	N/A	Α		В		C		
	0	0		1		2		
16. Eating/Drinking	N/A	A	B Min			С		
	0	(·)	4			16		
17. Grooming/Hygiene	N/A	Α		B		С		
	0	0		2		3		
18. Dressing/Undressing	N/A	Α	B Min	B Mod	В Мах	С		
	0	0	1.5	3	4.5	6		
19 Orthotic/Prosthetics	N/A	Α		В		С		
	<u> </u>	0		2		3		
20. Bathing/Showering	N/A	Α	B Min	B Mod	B Max	С		
- N - C	0	0	2	4	6	8		
21. Toileting	N/A	$\begin{pmatrix} A \\ O \end{pmatrix}$		B 6		12		
Total Score for Level 2			12			'-		
Level 3 Activities - Bowel and Bladder Care	<u> </u>							
Activity			Sco	ore				
22. Bowel and Bladder Care	N/A	А		В		С		
Catheter		0		8		16		
Disimpaction Diapers								
Total Score for Level 3			Q	<u> </u>		,		
Activity		Score						
23. Supervision	See att	ached not	tes					
	Average nu	ımber of hou	ırs per day _	7-375	X 12 =	88.5		
Total Supervision Score			88	· -				

CASE STUDY #2

SCORE SHEET FOR PERSONAL CARE ACTIVITIES

23. Supervision

 $\left\{ \right\}$

In calculating the amount of supervision that will be allocated for John, the following assumptions were made.

All (Home and Community Management (Level 1) activities) are completed by the morning attendant or afternoon Rehab. Worker.

All mobility & self-care (Level 2) activities are divided according to which activities are completed by the outside worker and family members. In John's situation activity #11, 14, 15, and 18, are all divided in half assuming family does part of the task in the evening and the attendants do the other half during the day. Activity 20 (bathing) is done by the attendant, and therefore is not divided in half.

The total number of hours completed by the parents, attendant or the rehab worker related to PCA are as follows:

Level | Score

7.25X5/60= 0.6 hours (by attendant)
Level 2 Score

5.25X5/60= 0.445 hours (by parents in the evening)

Total Score = 2.625 hours of PCA per day are done by either the attendant or Rehab Worker while John's parents are at work.

If the total Supervision Needed is 8.5 hours day, and the Attendant is providing care from 8:30-12:30 (4 hours)

And the Rehab. Worker is providing care from 12:30-5:00 (4.5 hours). These hours should be paid under the Rehabilitation Cover Code as they are not PCA. Parents provide care from 5:00 pm-11:00 pm.

Total Care Required 14.5 hours

Less: Care provided, Level I & II 2.625 hours

Less: Rehab hours

Supervision hours needed per day

in addition to PCA hours already

in addition to FC/1 Hoofs and T/2 7.375 hours allocated per level I & II

SECTION 2 - SUPERVISION REQUIREMENTS



CASE STUDY #2

ENTITLEMENT CALCULATION

Each of the activities has been assigned a level depending on the type of care provider needed to perform the activity. Weighting factors have been determined based on the relative cost of each type of care provider.

Personal Care Activities	Score	х	Weighing Factor	=	Weighted Score
Section 1: Level 1 – Home and Community Management	19	х	1.0	=	19 line 1
Section 1: Level 2 – Mobility and Self-Care	12.5	x	1.05	=	13.125 line 2
Section 1: Level 3 – Bowel and Bladder Care		x	2.54	=	line 3
Section 2: Supervision Requirements (average hours/day X 12)	88.5	x	1.0	=	88.5 line 4
Total Score (sum of individual scores for each level and supervision)	120 line 5		tal Weighted : (sum of lines 1, 2, 3		120.625 line 6

NOTE: Any victim with a total weighted score of 89 or above (line 6) is automatically entitled to the maximum coverage, and there is no need to complete any further calculations in those circumstances.

	If the total weighted score is less than 89, divide line 6 by 89
line 7	
	Multiply <i>line 7</i> by the indexed monthly maximum for personal Care assistance, as prescribed in section 131 of the Act.

*[Assume a PCA monthly maximum of \$3,667 (2004)]

Minimum Score:

Line 5 must be 9 or higher without rounding before the victim qualifies for funding.

Entitlement:

Equals the amount set out in line 8 (rounded to the nearest dollar).

Appendix B



	CASE STUDY #3	CO	VER SHEET	
		-1 •		
		Clair	m #987654	
VICTIM	Name: Chris Roads			Age: 12 years
	Date of Injury: June 1, 2005	Type of Injury: Right felleft tibia and fibu	mur fracture, ula fracture	Hospital Discharge Date: June 8, 2005
OR	Name: Lucas Sky		Discipline:	
ASSESSOR			✗ OT☐ Nurse☐ External Case Manager	☐ Manitoba Public Insurance Case Manager ☐ Other (Please list):
ENT	Date of Assessment: June 9, 2005		Further Assessment Due On:	August 9, 2005
SSM				
ASSESSMENT	Assessor's Signature:		Agency:	
	This	·		
	This assessment has been conducted I understand that I have a right to ap			
	assessment (as provided in s.170 of th			.,
	Victim's Signature:		Date:	



CASE STUDY #3

VICTIM PROFILE

Medical information and background:

Chris is a 12 year old boy who sustained a right femur fracture and a left tibia and fibula fracture in a pedestrian motor vehicle accident on June 1, 2005. He was taken to Children's Hospital via ambulance where he underwent surgeries for both leg fractures. He also suffered a mild concussion following the accident however has no residual cognitive impairments. He is non-weight-bearing on both lower extremities and must use a wheelchair for mobility for a minimum of 8 weeks. He has a hip spica cast on the right as well as a cast on his lower left leg.

Pre-Accident Needs for Assistance with Personal Care Activities:

Chris was independent with all of his personal care activities prior to the accident. His mother was responsible for most of the housecleaning, however, Chris did take out the garbage and assist his father with the yard care. His mother cooked all of the evening dinners but Chris was responsible for making his breakfast and lunch everyday for school.

Social Environment

He lives with his mother, father, and younger sister in a bungalow. Both parents work full time outside of the home.



CASE STUDY #3	VICTIM PROFILE
Physical Environment:	
	entrance is not wheelchair accessible. Ramps are required r mobility in the house is also an issue. Chris' bedroom is the main level.
Vocational Status (work, school):	
inaccessible for a wheelchair as it has reports that it does not have the resour	and is eager to return back to his class. His school is 2 full levels with no elevators or lifts. As well, the school rces to put supports in place for Chris' care. Prior to his reportedly had good grades in all subjects.
summer, Chris and his sister usually at	ne last month of school because of the inaccessibility. In the tend summer camps for the month of July and take family Chris will be unable to attend the camps due to his injuries.

Appendix B



PERSONAL CARE ASSISTANCE ASSESSMENT TOOL

CASE STUDY #3

VICTIM PROFILE

Recommendations:

- 1. Adaptive equipment that is required includes a wheelchair with elevating leg rests, a commode chair, a urinal, and a long handled reacher. A ramp was required off the back deck of the home, which is off Chris' bedroom. This was built prior to his discharge home from hospital.
- 2. Chris requires assistance and supervision in the home while his parents are at work for the next 8 weeks (until he is reassessed by his doctor). His grandmother is able to provide care in the family home. Total hours of care needed per day are 8.5 as his parents work from 7:30-4:00 PM.
- 3. Chris' school has accommodated his injuries and reports that he will be passed to Grade 8 based on his previous school grades. No tutoring or school follow up is required at this time.
- 4. Chris should be reassessed for his personal care needs in 2 months (Aug. 9, 2005), when he is given full weight bearing status.



CASE STUDY #3

FUNCTIONAL REPORT

		al Preparation: Breakfast – includes preparing breakfast safely for self Independent NOT APPLICABLE			
•	ına	related components such as accessing food, table set-up and clean-up.	5	6	:
ſ	1.1	Access to and use of food and tools needed for meal preparation		Indepe	endent
		comments: Not able to access food/use food or tools needed for meal preparatio			
		wheelchair level.			
l	1.2	Preparation of food		Indepe	endent
		Comments: Requires assistance with all aspects of food preparation			
	1.3	Table set-up (including bringing food to table)		Indepe	endent
		Comments: Not able to assist with table set up.			
l	1.4	Clean-up (washing dishes, wiping counters)		Indepe	endent
		Comments: Not able to assist with clean up.			
	1.5	Other Comments: Chris was responsible for making his own breakfast every morning before school.			
	Mea	Comments: Chris was responsible for making his own breakfast every morning	5	6	
	Mea	al Preparation: Lunch - includes preparing lunch safely for self and ted components such as accessing food, table set-up and clean-up.		6 Indepe	
	Mea	Comments: Chris was responsible for making his own breakfast every morning before school. al Preparation: Lunch – includes preparing lunch safely for self and ted components such as accessing food, table set-up and clean-up. NOT APPLICABLE 1 2 3 4		Indepe	
	Mea relat	Comments: Chris was responsible for making his own breakfast every morning before school. Al Preparation: Lunch - includes preparing lunch safely for self and ted components such as accessing food, table set-up and clean-up. Independent NOT APPLICABLE 1 2 3 4	on at	Indepe	endent
	Mea relat	Comments: Chris was responsible for making his own breakfast every morning before school. Access to and use of food and tools needed for meal preparation Comments: Not able to access food/use food or tools needed for meal preparation White the components is wheelchair level.	on at	Indepe	endent
	2.1	Comments: Chris was responsible for making his own breakfast every morning before school. Al Preparation: Lunch - includes preparing lunch safely for self and ted components such as accessing food, table set-up and clean-up. Independent NOT APPLICABLE 1 2 3 4	on at	Indepe	endent



SE STUDY #3	FUNCTIONAL REPORT	
2.4 Clean-up (washing dishes, wiping counters) Comments: Not able to assist wi	ith clean un	☐ Independent
Comments. Flot able to assist the	in ocan up.	
2.5 Other		
Comments: Chris would prepare	e his lunch for school every night befo	re bed.
Meal Preparation: Dinner - includes preparing a related components such as accessing food, table set (please indicate if the victim's main meal is a meal of	et-up and clean-up.	2 3 4 5 6 7
3.1 Access to and use of food and tools needed for n Comments:	meal preparation	□ Independent
Commences.		
3.2 Preparation of food		☐ Independent
Comments:		
3.3 Table set-up (including bring food to table)		☐ Independent
Comments:		
3.4 Clean-up (washing dishes, wiping counters)		☐ Independent
Comments:		
3.5 Other		
Comments: Chris' mother compl	leted all of the evening dinner's for the	afamily.
Light Housekeeping – includes performing light h such as sweeping, dusting and general tidying of the	e home	CABLE 2 3 4 5 6 7
4.1 Dusting		Independent



4.2 Sweeping Comments: 4.3 General tidying of house (e.g. picking up clothing) Comments: 4.4 Other Comments: 4.5 Comments: 4.6 Other Comments: 4.7 Sweeping (e.g. picking up clothing) Comments: 4.8 Other Comments: 4.9 Other Comments: 4.0 Other Comments: 4.1 Sweeping (e.g. picking up clothing) Find (e.g. picking up clothing up clothing) Find (e.g. picking up clothing up cl	
4.3 Ceneral Lidying of house (e.g. picking up clothing) Comments: 4.4 Other Comments: Leavy Housecleaning – includes performing major housecleaning activities such as Independent I 2 3 4	
4.3 General tidying of house (e.g. picking up clothing) Comments: 4.4 Other Comments: 4.5 Other 4.6 Other Comments: 4.7 Other Comments: 4.8 Other A Other Comments: 4.8 Other A Other Comments: 4.9 Other A Other Comments: 4.0 Other A Other Comments: 4.1 Other A Other A Other A Other A Other A Carbage disposal Comments: 5.2 Making the bed Comments: 5.3 Washing floors Comments: 5.4 Carbage disposal Comments: 5.5 Cleaning appliances/bathroom(s) Comments:	☐ Independen
A4 Other Comments: A4 Other	
A4 Other Comments: Pleavy Housecleaning - includes performing major housecleaning activities such as Independent Independ	
A4 Other Comments: A4 Other	
A4 Other Comments: Pleavy Housecleaning - includes performing major housecleaning activities such as Independent Independ	☐ Independen
Reavy Housecleaning - includes performing major housecleaning activities such as accuming, washing floors, garbage disposal, cleaning appliances and bathrooms and aking beds. This also includes annual cleaning such as windows, walls, ceilings, curtains, and carpets. Solution	
Reavy Housecleaning - includes performing major housecleaning activities such as accuming, washing floors, garbage disposal, cleaning appliances and bathrooms and haking beds. This also includes annual cleaning such as windows, walls, ceilings, curtains, and carpets. 5.1 Vacuuming Comments: 5.2 Making the bed Comments: 5.3 Washing floors Comments: 5.4 Garbage disposal Comments: 5.5 Cleaning appliances/bathroom(s) Comments:	
Reavy Housecleaning - includes performing major housecleaning activities such as accuming, washing floors, garbage disposal, cleaning appliances and bathrooms and haking beds. This also includes annual cleaning such as windows, walls, ceilings, curtains, and carpets. 5.1 Vacuuming Comments: 5.2 Making the bed Comments: 5.3 Washing floors Comments: 5.4 Garbage disposal Comments: 5.5 Cleaning appliances/bathroom(s) Comments:	
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5.2 Making the bed Comments: 5.3 Washing floors Comments: 5.4 Garbage disposal Comments: 5.5 Cleaning appliances/bathroom(s) Comments:	
5.2 Making the bed Comments: 5.3 Washing floors Comments: 5.4 Garbage disposal Comments: 5.5 Cleaning appliances/bathroom(s) Comments:	Independer
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5-3 Washing floors Comments: 5-4 Garbage disposal Comments: 5-5 Cleaning appliances/bathroom(s) Comments:	
5.3 Washing floors Comments: 5.4 Garbage disposal Comments: 5.5 Cleaning appliances/bathroom(s) Comments:	
5.3 Washing floors Comments: 5.4 Garbage disposal Comments: 5.5 Cleaning appliances/bathroom(s) Comments:	☐ Independen
5.4 Garbage disposal Comments: 5.5 Cleaning appliances/bathroom(s) Comments: 5.6 Other	
5.4 Garbage disposal Comments: 5.5 Cleaning appliances/bathroom(s) Comments:	
5.4 Garbage disposal Comments: 5.5 Cleaning appliances/bathroom(s) Comments: 5.6 Other	
5.4 Garbage disposal Comments: 5.5 Cleaning appliances/bathroom(s) Comments:	☐ Independen
5.5 Cleaning appliances/bathroom(s) Comments: 5.6 Other	
5.5 Cleaning appliances/bathroom(s) Comments: 5.6 Other	
5.5 Cleaning appliances/bathroom(s) Comments: 5.6 Other	
5.5 Cleaning appliances/bathroom(s) Comments: 5.6 Other	☐ Independen
Comments: 5.6 Other	
Comments: 5.6 Other	
Comments: 5.6 Other	☐ Independer
5.6 Other	



Laundry – includes access to and use of the laundry area related duties such as carrying a basket of clothes, taking appliance, ironing and folding clean clothes.	and performing laundry out of the	☐ Independent	NOT APPLICABLE	
			1 2 3 4	5 6
6.1 Access laundry area Comments:				☐ Independer
6.2 Carry basket of clothes Comments:				☐ Independer
6.3 Transfer laundry Comments:				□ Independer
6.4 Ironing Comments:				□ Independer
6.5 Folding Comments:				□ Independer
6.6 Other Comments:				
Yard Work – includes outdoor home maintenance activit mowing lawn, snow removal, wood chopping (only if woo and cleaning eavestroughs. This is only to reflect essential aesthetic nature. Examples of activities that are not include	d is the main source of heat) I needs and not activities of a	☐ Independent n intenance.	NOT APPLICABLE 1 2 3 4	5 6
7.1 Raking leaves Comments:				□ Independer
7.2 Mowing lawn Comments:				□ Independer



7.3 Cleaning eavestroughs	☐ Inde	pender
Comments:		
7.4 Snow removal	☐ Inde	pender
Comments:		
7.5 Other		
Comments:		
community Outings – includes purchasing necessary supplies for the home of	ind Independent NOT APPLICABLE _	
r personal use such as groceries, clothing, hardware, equipment, etc. It include ccessing public services and neighbourhood facilities (e.g. banks, stores, comm		6
entres), planning and carrying out shopping trips, attending medical appointm	ents and	
ther appointments associated with personal care. It also includes the victim's a o use public transportation when required to complete the community outing.	bility	
8.1 Store Access (e.g. getting to and around a store, getting items off shelves)	☐ Inde	
Comments:	<u> Пас</u>	рениен
Comments.		
		pender
8.2 Carrying items (use of cart or other)	☐ Inde	
8.2 Carrying items (use of cart or other) Comments:	□ Inde	
8.2 Carrying items (use of cart or other) Comments:	□ Inde	
	□ Inde	
	□ Inde	pender
Comments:		epender
Comments: 8.3 Paying for items		epender
Comments: 8.3 Paying for items		epender
Comments: 8.3 Paying for items	□ Inde	epender
Comments: 8.3 Paying for items Comments:	□ Inde	epender
Comments: 8.3 Paying for items Comments: 8.4 Specify what public services and neighbourhood shopping, medical and personal services and neighbourhood shopping.	□ Inde	epender
Comments: 8.3 Paying for items Comments: 8.4 Specify what public services and neighbourhood shopping, medical and personal services and neighbourhood shopping.	□ Inde	epender
Comments: 8.3 Paying for items Comments: 8.4 Specify what public services and neighbourhood shopping, medical and personal comments.	□ Inde	
8.3 Paying for items Comments: 8.4 Specify what public services and neighbourhood shopping, medical and personments:	☐ Inde	



8.6 Oth		FUNCTIONAL REPOR		
8.6 Oth				
1	her			
Com	nments:			
Financia at a finan	al Management – includes accessing funds and completing t ncial institution or by other means and managing finances inde	transactions 🗌 Independent ependently.	NOT APPLICABLE 1 2 3 4	5 6
				1 , 1 , 1
9.1 Con	mpletion of financial transactions			☐ Independer
Com	nments:			
9.2 Oth	her			
Com	nments:			
as well as	s to adjust body position, turn self or raise self in bed from lyin	g to sitting.	1 2 3 4	5 6
	ansfer in and out of bed			Independe
10.1 Tra				пиерепие
	nments: Chris requires maximal assista	nce to get from his	wheelchair to bed	
	nments: Chris requires maximal assista	nce to get from his	wheelchair to bed	
Com	djust body position (prone, supine, side-lying) and turn self (180 c		wheelchair to bed	l.
Com		degrees)		l .
10.2 Ad Com	djust body position (prone, supine, side-lying) and turn self (180 on mments: Chris is unable to turn side to s	degrees)		□ Independer
10.2 Ad, Com be	djust body position (prone, supine, side-lying) and turn self (180 on ments: Chris is unable to turn side to secause of his bilateral leg casts.	degrees)		□ Independe
10.2 Ad, Com 10.3 Ra	djust body position (prone, supine, side-lying) and turn self (180 on minents: Chris is unable to turn side to secause of his bilateral leg casts.	degrees)		□ Independer
10.2 Ad, Com 10.3 Ra	djust body position (prone, supine, side-lying) and turn self (180 comments: Chris is unable to turn side to secause of his bilateral leg casts. aise self in bed from lying to sitting numents: See above.	degrees)		□ Independer
10.2 Ad Com be 10.3 Ra Com	djust body position (prone, supine, side-lying) and turn self (180 comments: Chris is unable to turn side to secause of his bilateral leg casts. aise self in bed from lying to sitting numents: See above.	degrees)		
10.2 Ad Com be 10.3 Ra Com	djust body position (prone, supine, side-lying) and turn self (180 of minents: Chris is unable to turn side to secause of his bilateral leg casts. aise self in bed from lying to sitting minents: See above.	degrees)		□ Independer
10.2 Ad Com be 10.3 Ra Com	djust body position (prone, supine, side-lying) and turn self (180 of minents: Chris is unable to turn side to secause of his bilateral leg casts. aise self in bed from lying to sitting minents: See above.	degrees)		□ Independer



E STUDY #3	FUNCT	IONAL REPOR	Т
ransfers: Vehicle – includes the ability to get into and positi n a vehicle, do up seatbelt, store mobility aid and transfer out o		□ Independent	NOT APPLICABLE 1 2 3 4 5 6
n.1 Transfer in/out of vehicle comments: Chris is unable to use a rechas been set up with accessible vehicle.	_	-	
11.2 Storage of mobility aid Comments: Chris remains seated in his	s wheelchair	while in the	☐ Independer
n.3 Use of seatbelt Comments: Chris requires assistance v	with his whe	elchair tie-do	☐ Independer
n.4 Please state use of any specialized transportation service Comments: Gull Wing, as per above.			
Transfers: Two Person or Hoyer Lift – includes use of a Ho eiling track lift or two persons to perform dependent transfer.	yer lift,	□ Independent	NOT APPLICABLE 1 2 3 4 5 6
12.1 State type of lift used with victim Comments: Chris requires 2 people for lower leg cast.	r all transfer	s because of	his hip spica cast and
lome Access – includes accessing all household equipment (s adio/alarm, computer and thermostat). It also includes transfe ifferent surfaces such as from a wheelchair to chair or couch.		□ Independent	NOT APPLICABLE 1 2 3 4 5 6
13.1 Use of equipment Comments: Chris can access househo cordless phone.	ld equipmen	t such as the	Independen
13.2 General mobility Comments: Chris needs a wheelchair the requires assistance with navior of his inability to sit straight up it	gation of his	chair. He is	



SE STUDY #3 FUNCTI	ONAL REPOR	31
13.3 Other		
Comments: Chris is a 2-person transfer and require couch during the day.	es help to g	et from his wheelchair to the
Stair Use – includes ascending and descending indoor stairs in the victim's home.	□ Independent	NOT APPLICABLE 1 2 3 4 5 6
14.1 Ascend/descend indoor stairs in the victim's home		☐ Independen
comments: Chris is not able to access the basement is located. For now, his bedroom has been re (Please include the number of stairs the victim can ascend/descend independently)		
14.2 Other Comments:		
Outdoor Home Access – includes ascending and descending outdoor stairs r a ramp into the home.	☐ Independent	NOT APPLICABLE 1 2 3 4 5 6
15.1 Ascend/descend outdoor stairs or a ramp into the home Comments: All entrances to the home have stairs (installed at the back deck of the home, which through the patio doors and requires maxima (Please include the number of stairs the victim can ascend/descend independently)	is off Chris'	steps). A ramp has been bedroom. He enters the hous
comments: All entrances to the home have stairs (installed at the back deck of the home, which through the patio doors and requires maxima	is off Chris'	steps). A ramp has been bedroom. He enters the hous
Comments: All entrances to the home have stairs (installed at the back deck of the home, which through the patio doors and requires maxima (Please include the number of stairs the victim can ascend/descend independently)	is off Chris'	bedroom. He enters the hous
Comments: All entrances to the home have stairs (installed at the back deck of the home, which through the patio doors and requires maxima (Please include the number of stairs the victim can ascend/descend independently) 15.2 Other Comments:	is off Chris' I assistance	steps). A ramp has been bedroom. He enters the house to go up and down the ramp
Comments: All entrances to the home have stairs (installed at the back deck of the home, which through the patio doors and requires maxima (Please include the number of stairs the victim can ascend/descend independently) 15.2 Other Comments: Eating/Drinking – includes the use of utensils (modified, adaptive or regular) to bring food or drink to the mouth once the meal is presented. Can also include eating/drinking by special equipment such as nasogastric tube or gastrostomy.	is off Chris'	steps). A ramp has been bedroom. He enters the hous
Comments: All entrances to the home have stairs (installed at the back deck of the home, which through the patio doors and requires maxima (Please include the number of stairs the victim can ascend/descend independently) 15.2 Other	is off Chris' I assistance	steps). A ramp has been bedroom. He enters the house to go up and down the ramp



16.2	Drink to mouth	☐ Independe
	Comments:	
16.3	Special equipment (e.g. nasogastric tube)	☐ Not Appli
	Comments:	
16.4	Other	
	Comments:	
roo	ning/Hygiene – includes oral care, hair grooming (not hair washing),	
vashi se of	ng hands and face, shaving, nail care and/or applying make-up and the tools associated with each of these components.	4 5 6
ise of	tools associated with each of these components.	
se of	tools associated with each of these components.	☐ Independ
17.1	tools associated with each of these components. Oral care Comments: Needs assistance with bringing water from the bathroom and emp	☐ Independ
17.1 17.2	Oral care Comments: Needs assistance with bringing water from the bathroom and emp basin. (See other comments)	☐ Independe
17.1 17.2	Oral care Comments: Needs assistance with bringing water from the bathroom and emp basin. (See other comments) Shaving	☐ Independ
17.1 17.2	Oral care Comments: Needs assistance with bringing water from the bathroom and emp basin. (See other comments) Shaving Comments: N/A- Does not shave yet.	☐ Independe
17.1 17.2	Comments: Needs assistance with bringing water from the bathroom and emp basin. (See other comments) Shaving Comments: N/A- Does not shave yet. Hair grooming Comments:	□ Independ tying kidney □ Independ
17.1 17.2	Comments: Needs assistance with bringing water from the bathroom and emp basin. (See other comments) Shaving Comments: N/A- Does not shave yet. Hair grooming Comments:	□ Independe
17.1 17.2	Comments: Needs assistance with bringing water from the bathroom and emp basin. (See other comments) Shaving Comments: N/A- Does not shave yet. Hair grooming Comments:	□ Independ tying kidney □ Independ Independ
17.1 17.2	Comments: Needs assistance with bringing water from the bathroom and emp basin. (See other comments) Shaving Comments: N/A- Does not shave yet. Hair grooming Comments: Nail (finger/toe) care Comments: Chris cannot cut his toenails.	□ Independe tying kidney □ Independe
17.1 17.2 17.3	Oral care Comments: Needs assistance with bringing water from the bathroom and emp basin. (See other comments) Shaving Comments: N/A- Does not shave yet. Hair grooming Comments: Nail (finger/toe) care Comments: Chris cannot cut his toenails.	☐ Independe



17.7	Other Comments: Chris is not able to access the bathroom for grooming, because wheelchair at all times. A grooming station has been set up in his room required to bring water and other supplies from the bathroom.	•
	sing/Undressing – includes set-up of clothes, lower and upper body ing and fasteners, buttons, zippers, bras, hosiery and shoes. Independent NOT APPLICABLE 1 2 3	4 5 6
18.1	Set up Comments: Chris cannot access his clothes. He requires that someone access	☐ Independe
18.2	Lower body (e.g. hosiery, socks and shoes) Comments: Chris requires maximum assistance to dress his lower extremity.	□ Independe
18.3	Comments: He is mostly independent with his upper extremity dressing exce repositioning his clothes and getting them behind his back.	☐ Independe
	Comments: He is mostly independent with his upper extremity dressing exce	•
18.4	Comments: He is mostly independent with his upper extremity dressing exce repositioning his clothes and getting them behind his back. Fasteners, buttons, zippers	pt for
18.4 18.5 Orthorproceequiringsplints	Comments: He is mostly independent with his upper extremity dressing exce repositioning his clothes and getting them behind his back. Fasteners, buttons, zippers Comments:	pt for



marking telegraphy and the state of the stat								
Bathing/Showering – includes bathing (washing, rinsing and drying) the bo hair either in the tub, shower or sponge/bed bath. It also includes tub or show		ndependent	NOT APPLIC					Ţ
transfer. Refer to Activity #12 Transfers: Two Person or Hoyer Lift for victims wrequire that type of assistance.			1	2 3	4	5	6	
20.1 Set-up (tap control, clothes)							Indepe	nde
Comments: See other comments.								
20.2 Transfer in/out of tub or shower							Indepe	ende
Comments: See other comments.								
20.3 Washing and rinsing (body and hair)							Indepe	nde
comments: Chris requires assistance with a da	aily spong	e bath.						
20.4 Drying (body and hair)							Indepe	 ende
comments: Chris requires assistance with a da	ailu anana							
20.5 Other Comments: Chris is unable to access the bath		hower I		e of h	is inii	uries		
20.5 Other Comments: Chris is unable to access the bath		hower I		e of h	is inju	uries).	_
Comments: Chris is unable to access the bathı	room or sl		pecaus		is inju	uries	5.	_
	room or sl	hower I	Decaus		is inju	uries	6	
Toileting – includes the victim's ability to transfer on/off the toilet, maintain genital/perineal hygiene (access and use toilet paper), change sanitary garmer and perform clothing adjustments. It also includes the use of a urinal or bedpa Toileting does not necessarily have to occur in the bathroom. It could be done to be bedside commode. Emptying of a commode, bedpan, colostomy bag, or a urin	room or sl		Decaus	ABLE		5		T
Toileting – includes the victim's ability to transfer on/off the toilet, maintain genital/perineal hygiene (access and use toilet paper), change sanitary garmer and perform clothing adjustments. It also includes the use of a urinal or bedpa Toileting does not necessarily have to occur in the bathroom. It could be done to be deside commode. Emptying of a commode, bedpan, colostomy bag, or a urinalso to be considered toileting.	room or sl	ndependent s fer to	NOT APPLIC	TABLE 2 3	4 chair.	5 . He	6 Independent	
Toileting – includes the victim's ability to transfer on/off the toilet, maintain genital/perineal hygiene (access and use toilet paper), change sanitary garmer and perform clothing adjustments. It also includes the use of a urinal or bedpa Toileting does not necessarily have to occur in the bathroom. It could be done to a bedside commode. Emptying of a commode, bedpan, colostomy bag, or a urinalso to be considered toileting. 21.1 Transfer on/off toilet Comments: Maximum assistance is required for with his upper body during transfers ont	room or sl	ndependent s fer to	NOT APPLIC	TABLE 2 3	4 chair.	. He	6 Independent	ist
Toileting – includes the victim's ability to transfer on/off the toilet, maintain genital/perineal hygiene (access and use toilet paper), change sanitary garmer and perform clothing adjustments. It also includes the use of a urinal or bedpa Toileting does not necessarily have to occur in the bathroom. It could be done to a bedside commode. Emptying of a commode, bedpan, colostomy bag, or a urinalso to be considered toileting. 21.1 Transfer on/off toilet Comments: Maximum assistance is required for with his upper body during transfers ont Otherwise a urinal is used. 21.2 Genital/perineal hygiene (accessing/use of toilet paper)	room or si	sfer to	NOT APPLIC	mode vel mo	chair.	. He ents.	lndepe	ist



Level 3 Activities - Bowel and Bladder Care 22. Diaper, catheter, disimpaction - includes use of diapers, ability to catheterize and disimpact. A	ASE STUDY #3		FUNCTIONAL	REPORT
a. Diaper, catheter, disimpaction – includes use of diapers, ability to catheterize and disimpact. a. Does the victim require a catheter?				
b. Does the victim require bowel disimpaction?	-		y to catheterize and disimpo	nct.
b. Does the victim require bowel disimpaction?	a. Does the victim require a catheter?	Yes	⋈ No	
c. Does the victim require a diaper?	If yes, is the victim independent?	☐ Yes	□ No	
c. Does the victim require a diaper?	b. Does the victim require bowel disimpaction?	☐ Yes	⋈ No	
Supervision -applies when the victim requires basic or skilled supervision for behavioural or medical issues that are not covered in Section 1, such as supervision in the home during the day or during sleeping hours. The victim cannot be left alone. Please record and explain hours per day needed for supervisory care. NOTAPPLICABLE 1 2 3 4 5 6	If yes, is the victim independent?	☐ Yes	□ No	
Supervision -applies when the victim requires basic or skilled supervision for behavioural or medical issues that are not covered in Section 1, such as supervision in the home during the day or during sleeping hours. The victim cannot be left alone. Please record and explain hours per day needed for supervisory care. 23.1 Supervision:	c. Does the victim require a diaper?	☐ Yes	⋈ No	
behavioural or medical issues that are not covered in Section 1, such as supervision in the home during the day or during sleeping hours. The victim cannot be left alone. Please record and explain hours per day needed for supervisory care. 1 2 3 4 5 6	If yes, is the victim independent?	Yes	□ No	
comments: Chris' parents work full time outside of the home and are gone for 8.5 hours a day. Supervision is required while his parents are at work during this time. Chris requires assistance and supervision in the home while his parents are at work for the next 8 weeks (for month of June and July). His grandmother is able to provide this care in the family home. Chris will have to reside at home for the last month of school because of inaccessibility issues. Chris will be unable to attend the camps				☐ Independent
	a day. Supervision is required assistance and sure the next 8 weeks (for mont this care in the family homeschool because of inaccess	red whil pervisio h of Jur e. Chris sibility is	le his parents ar on in the home w ne and July). His will have to res ssues. Chris will	e at work during this time. Chris while his parents are at work for grandmother is able to provide ide at home for the last month of be unable to attend the camps



CASE STUDY #3

SCORE SHEET FOR PERSONAL CARE ACTIVITIES

Activity		Time Score					
1.	Meal Preparation: Breakfast	N/A	A	B Min	B Mod	B Max	С
	·	0	0	1	2	(3)	4
2.	Meal Preparation: Lunch	N/A	Α	B Min	B Mod	в Мах	С
		0	0	1.5	3	4.5	6
3.	Meal Preparation: Dinner	N/A	Α	B Min	B Mod	B Max	С
			0	2	4	6	8
4.	Light Housekeeping	N/A	Α		В		С
			0		3		6
5.	Heavy Housecleaning	N/A	A				С
			0				3
6.	Laundry	N/A	A		В		C
			0		1		2
7.	Yard Work	N/A	Α				С
			0				3
8.	Community Outings	N/A	Α				С
			0				3
9.	Financial Management	N/A o	A				C
Tot	tal Score for Level 1			7.	·5		
Lev	vel 2 Activities - Mobility and Self-Care						
Act	tivity			Time	Score		
10.	Transfers: Bed Mobility	N/A	Α		В		C
		0	0		3		6
11.	Transfers: Vehicle	N/A	Α		В		C
		o	0		2		4
12.	Transfers: Two Person or Hoyer Lift	N/A	Α		В		C
		0	0		0		6
13.	Home Access	N/A	Α		В		С
		0	0	1	\setminus 3	'	5



CASE STUDY #3	ORE SHEET	FOR PERS	ONAL CAI	RE ACTIVIT	TIES	
Activity			Time	Score		
14. Stair Use	N/A	А		В		С
		0		1.5		3
15. Outdoor Home Access	N/A	Α		В		(
	0	0		1		2
16. Eating/Drinking	N/A	A	B Min			С
	0	(·)	4			16
17. Grooming/Hygiene	N/A	Α		(B)		С
	0	0		2		3
18. Dressing/Undressing	N/A	Α	B Min	B Mod	B Max	С
	0	0	1.5	3	4.5	6
19 Orthotic/Prosthetics	(N/A)	Α		В		С
Dath in a (Channaian	<u> </u>	0	D 141	2	1	3
20. Bathing/Showering	N/A	A	B Min	B Mod	B Max	$\binom{c}{a}$
21. Toileting	0	0	2	<u>4</u> В	6	8
21. Toileting	N/A o	Α ο		6		$\begin{pmatrix} c \\ 12 \end{pmatrix}$
Total Score for Level 2			47	7.5		
Level 3 Activities - Bowel and Bladder Care						
Activity			Time	Score		
22. Bowel and Bladder Care	N/A	Α		В		С
Catheter Disimpaction Diapers		0		8		16
Total Score for Level 3						
Activity			Time	Score		
Activity 23. Supervision Chris' parents work full time outside of the home and are gone for 8.5 hours a day. Supervision is required while his parents a at work during this time. Level 1: Score = 7.5 (his grandmother will prepare both his breakfast and lunch while the parents ar at work). Level 2: Score= 26.5 as activities #10, 12, 17, 18, 20 ard all split in half to reflect that family does half of the activity in the evening. Assume that family does all of the bathing (#19).Total Score during the day while the grandmother is providing personal care assistance for Chris: 34 (2.8 hours) Total Supervision Score	Less: Ca Supervis to PCA	re Require are provide sion hours hours alrea umber of hou	d, Level I needed pe dy allocat	er dayin ad ed per lev	2 Idition el I & II 5	5 hours 8 hours 7 hours
Total Supervision Score						•



CASE STUDY #3

ENTITLEMENT CALCULATION

Each of the activities has been assigned a level depending on the type of care provider needed to perform the activity. Weighting factors have been determined based on the relative cost of each type of care provider.

Personal Care Activities	Score	х	Weighing Factor	=	Weighted Score
Section 1: Level 1 - Home and Community Management	7-5	х	1.0	=	7-5 line 1
Section 1: Level 2 – Mobility and Self-Care	47-5	х	1.05	=	49.875 line 2
Section 1: Level 3 – Bowel and Bladder Care		х	2.54	=	line 3
Section 2: Supervision Requirements (average hours/day X 12)	68.4	х	1.0	=	68.4 line 4
Total Score (sum of individual scores for each level and supervision)	123.4 line 5		tal Weighted : (sum of lines 1, 2, 3		125.775 line 6

NOTE: Any victim with a total weighted score of 89 or above (line 6) is automatically entitled to the maximum coverage, and there is no need to complete any further calculations in those circumstances.

	If the total weighted score is less than 89, divide line 6 by 89
line 7	
	Multiply <i>line 7</i> by the indexed monthly maximum for personal Care assistance, as prescribed in section 131 of the Act.

*[Assume a PCA monthly maximum of \$3,667 (2004)]

Minimum Score:

Line 5 must be 9 or higher without rounding before the victim qualifies for funding.

Entitlement:

Equals the amount set out in line 8 (rounded to the nearest dollar).

Appendix B



	CASE STUDY #4	CO	VER SHEET	
		Clair	m # 999888	
VICTIM	Name: Beatrice Olds			Age: 70 years
	Date of Injury: August 14, 2005	Type of Injury: Right un	lar fracture	Hospital Discharge Date:
SOR	Name: Jane Smith		Discipline:	<u>** </u>
ASSESSOR			□ OTM Nurse□ External Case Manager	 ☐ Manitoba Public Insurance Case Manager ☐ Other (Please list):
ENT	Date of Assessment: August 17, 2005		Further Assessment Due On:	September 17, 2005
SSIN				
ASSESSMENT	Assessor's Signature:		Agency:	
	This assessment has been conducted	in my presence and e	xplained to me by	
	I understand that I have a right to ap assessment (as provided in s.170 of th	ply for a Review of an	y decision made by n	ny Case Manager based on this
	Victim's Signature:		Date:	



CASE STUDY #4

VICTIM PROFILE

Medical information and background:

No medical documentation was received prior to the assessment. The following is based on information obtained from the case manager, the client and her husband. The client reports that she was involved in a two car collision on Saturday August 14, 2005. When driving through an intersection, she was hit by another vehicle on the passenger side. She sustained minor injuries: a right ulnar fracture, and a head contusion. The victim was transported via ambulance to the Emergency Department at St. Boniface Hospital where she was examined and treated for her injuries. She sustained a hairline fracture of her right ulnar bone which has been set in a plaster cast. This arm is kept elevated in a sling at all times, even when sleeping. She can open and close her right hand and has a fairly good grasp, but does report a little discomfort when doing so. She has some bruising and swelling to her left wrist and hand, however it was not reported to be fractured. She reports that she has been icing this daily since the accident at various intervals. She indicated that she has difficulty grasping, holding and lifting heavier objects with this hand. She reports some tenderness to her coccyx, which causes her some discomfort when sitting. She is having difficulty ambulating as she cannot use her walker. As well, she indicated that she sustained some contusions to the head, however there was no internal damage. X-rays were taken of both wrists and hands. She did not report having any X-rays to her pelvis area or head as this was not deemed necessary. She has not yet seen her family physician, but will be making an appointment to see her this coming week. She has an appointment at St. Boniface Hospital on Thursday, August 18 to have the cast removed and replaced with a lighter cast.

Pre-Accident Needs for Assistance with Personal Care Activities:

Beatrice has a previous diagnosis of osteoporosis and osteoarthritis. She has been taking medication for the past 5 years for these conditions. She is on a waiting list for a left knee replacement surgery. Prior to the accident, Beatrice and her husband were receiving home care assistance. Beatrice was ambulating with a walker. She required the assistance of a home care attendant for laundry and light and heavy housekeeping once a week. Her husband is unable to do many tasks around the home as he has an inoperable heart condition with a very limited activity tolerance and exertion level. However, he is independent with his own personal care.

Social Environment

Beatrice lives with her husband, Joe. She has 5 stepchildren from her current marriage. One stepson lives in St Vital, 2 others live in Ontario and her 2 stepdaughters live in Niverville and Dauphin, MB. They are not able to provide much support at this time.

Appendix B



CASE STUDY #4	VICTIM PROFILE
Physical Environment: She lives on the 9th floor of an apartment disposal and mailboxes are located on the state of the s	nt block. There is elevator access. All laundry, waste heir floor.
Vocational Status (work, school):	
She retired from her position as a teach	er some fifteen years ago. Her husband is also retired.
Other:	
	ted during this visit. Mrs Olds indicated that she had been to the accident – forgetting names, places, etc. However, exacerbated as a result of the accident.

Appendix B



PERSONAL CARE ASSISTANCE ASSESSMENT TOOL

CASE STUDY #4

VICTIM PROFILE

Recommendations:

- 1. Will contact case manager on August 19, to discuss the need to arrange for homecare services to assist with meal preparation, bathing, morning personal care and transportation for appointments for a short-term period. Her husband will be assisting with her other personal care needs. She will continue to receive assistance with laundry and housecleaning from Home Care.
- 2. Mrs Olds is no longer able to use her wheeled walker to ambulate given her right ulnar fracture. A wheelchair is needed for mobility, but she cannot self-propel. Mrs Olds had a raised toilet seat, overarm toilet bars, a bathbench, and grab bars in the bathroom prior to the accident, but was independent with bathing. A commode will be needed for the bedroom. No other personal care equipment is required at this time.
- 3. Follow-up with Mrs. Olds in 3-4 weeks as she may show significant improvement with a different cast and once she has had some time to adjust to her temporary impairment.



CASE STUDY #4

FUNCTIONAL REPORT

		Al Preparation: Breakfast – includes preparing breakfast safely for self Independent Indep			
u	iiu I	teluted components such as accessing food, tuble set-up and clean-up.	5	6	
		Access to and use of food and tools needed for meal preparation Comments: Beatrice was able to access and use food and tools needed for meal preparat the accident. The kitchen was set up to allow her to be able to reach all items neede preparation. Her husband has been preparing her a light breakfast since the acciden difficulty completing the activity with the use of only one arm and given that she can walker to ambulate.	tion p ed for nt. Sh	r mea ie ha	to al s
Γ	1.2	Preparation of food		Independ	dent
		Comments: Beatrice's husband has been preparing the food for her.			
		Table set-up (including bringing food to table)		Independ	
		Comments: Not able to assist with table set up due to decreased mobility and loss one arm.	s of	use	of
L	1.4	Clean-up (washing dishes, wiping counters)		Independ	dent
ĺ		comments: Not able to assist with clean up due to decreased mobility and loss of	Fuee	٠.٤	
		one arm.	use	; O1	
		•			
		one arm.	use		
	1.5	Other Comments:	use	- 01	
	1.5	Other	5	6	
N re	1.5 Mea	Other Comments: al Preparation: Lunch – includes preparing lunch safely for self and ed components such as accessing food, table set-up and clean-up.	5		_
N re	1.5 Mea	Other Comments: Al Preparation: Lunch – includes preparing lunch safely for self and red components such as accessing food, table set-up and clean-up. Independent NOT APPLICABLE 1 2 3 4	5	6	_
N re	lea elat	Other Comments: al Preparation: Lunch – includes preparing lunch safely for self and red components such as accessing food, table set-up and clean-up. Access to and use of food and tools needed for meal preparation Comments: Same as above.	5	6	dent
N re	lea elat	Other Comments: Al Preparation: Lunch – includes preparing lunch safely for self and red components such as accessing food, table set-up and clean-up. Access to and use of food and tools needed for meal preparation Comments: Same as above.	5	6 Independ	dent
N re	1.5 1.5 1.2.1	Other Comments: al Preparation: Lunch – includes preparing lunch safely for self and red components such as accessing food, table set-up and clean-up. Access to and use of food and tools needed for meal preparation Comments: Same as above.	5	6 Independ	dent



SE STUDY #4	FUNC	TIONAL REPOR	T	
2.4 Clean-up (washing dishes, wiping counters)				Independent
Comments: Same as above.				
2.5 Other				
Comments:				
Meal Preparation: Dinner – includes preparing dinner	safely for self and	☐ Independent	NOT APPLICABLE	
related components such as accessing food, table set-up an (please indicate if the victim's main meal is a meal other th	nd clean-up. Pan dinner)	·	1 2	3 4 5 6 7
3.1 Access to and use of food and tools needed for meal pro	- eparation			☐ Independent
Comments: Same as above.				
3.2 Preparation of food				☐ Independent
Comments: Same as above.				
3.3 Table set-up (including bring food to table)				☐ Independent
Comments: Same as above.				
3.4 Clean-up (washing dishes, wiping counters)				☐ Independent
Comments: Same as above.				
3.5 Other				
Comments:				
Light Housekeeping – includes performing light houseke	eening duties			
such as sweeping, dusting and general tidying of the home.		☐ Independent	NOT APPLICABLE 1 2	3 4 5 6 7
4.1 Dusting				☐ Independent
Comments:				



4.2 Sweeping		☐ Independen
Comments:		
4.3 General tidying of house (e.g. picking up clothing	g)	□ Independen
Comments:		
4.4 Other		
Comments:		
leavy Housecleaning – includes performing majo acuuming, washing floors, garbage disposal, cleanin naking beds. This also includes annual cleaning such	or housecleaning activities such as \text{Independent} \\ \text{ng appliances and bathrooms and} \\ \text{as windows, walls, ceilings, curtains, and carpets.} \end{assum}	NOT APPLICABLE
5.1 Vacuuming		☐ Independen
Comments:		
5.2 Making the bed		☐ Independen
Comments:		
5.3 Washing floors		☐ Independen
Comments:		
5.4 Carbage disposal		☐ Independen
Comments:		
5.5 Cleaning appliances/bathroom(s)		☐ Independen
Comments:		
5.6 Other Comments:		



☐ Independent		3
		☐ Independed
		☐ Independed
		☐ Independed
		☐ Independe
at)		3 4 5 6
of an maintenance.		□ Independe
		☐ Independel
	☐ Independent at) of an maintenance.	at) of an



	FUNCTIONAL	
7.3 Cleaning eavestroughs		☐ Independen
Comments:		
7.4 Snow removal		☐ Independen
Comments:		
an Other		
7.5 Other Comments:		
Comments.		
Community Outings – includes purchasing		ndependent NOT APPLICABLE
or personal use such as groceries, clothing, ha accessing public services and neighbourhood fa		1 2 3 4 5 6
entres), planning and carrying out shopping ti		
other appointments associated with personal c		
8.1 Store Access (e.g. getting to and around a comments: Beatrice is no lon been able to accompany push the wheelchair int	store, getting items off shelves) ger able to drive following to the will be seen to the will be seen to the will be seen to the vehicle with his heart	the accident. Her husband has not heelchair. He is not able to lift or condition. Therefore, he has been sickened of someone to push her.
comments: Beatrice is no lon been able to accompan push the wheelchair int doing the shopping alon	store, getting items off shelves) ger able to drive following to the will be seen to the will be seen to the will be seen to the vehicle with his heart	the accident. Her husband has not heelchair. He is not able to lift or condition. Therefore, he has been sistance of someone to push her
8.1 Store Access (e.g. getting to and around a comments: Beatrice is no lon been able to accompany push the wheelchair int doing the shopping alouwheelchair, and assist I	store, getting items off shelves) ager able to drive following by her on outings with the whole with his heart ne. Beatrice requires the assumer with accessing items on	the accident. Her husband has not heelchair. He is not able to lift or condition. Therefore, he has been sistance of someone to push her the shelf.
8.1 Store Access (e.g. getting to and around a comments: Beatrice is no lon been able to accompany push the wheelchair int doing the shopping alor wheelchair, and assist I	store, getting items off shelves) ager able to drive following by her on outings with the whole with his heart ne. Beatrice requires the assumer with accessing items on	the accident. Her husband has not heelchair. He is not able to lift or condition. Therefore, he has been sistance of someone to push her the shelf.
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8.1 Store Access (e.g. getting to and around a comments: Beatrice is no lon been able to accompany push the wheelchair int doing the shopping alou wheelchair, and assist I 8.2 Carrying items (use of cart or other) Comments: Beatrice is not able wheelchair. 8.3 Paying for items	store, getting items off shelves) ager able to drive following of the vehicle with his heart ne. Beatrice requires the asset ner with accessing items on to carry items without assista	the accident. Her husband has not heelchair. He is not able to lift or condition. Therefore, he has been sistance of someone to push her the shelf.
8.1 Store Access (e.g. getting to and around a comments: Beatrice is no lon been able to accompany push the wheelchair int doing the shopping alou wheelchair, and assist I 8.2 Carrying items (use of cart or other) Comments: Beatrice is not able wheelchair. 8.3 Paying for items	store, getting items off shelves) ager able to drive following by her on outings with the whole with his heart ne. Beatrice requires the assumer with accessing items on	the accident. Her husband has not heelchair. He is not able to lift or condition. Therefore, he has been sistance of someone to push her the shelf.
8.1 Store Access (e.g. getting to and around a Comments: Beatrice is no lone been able to accompany push the wheelchair interest doing the shopping alone wheelchair, and assist I 8.2 Carrying items (use of cart or other) Comments: Beatrice is not able wheelchair. 8.3 Paying for items Comments: Beatrice can pay 8.4 Specify what public services and neighbor Comments: Beatrice has not yin the next few weeks f She would usually do the service is not able wheelchair.	store, getting items off shelves) ager able to drive following by her on outings with the who the vehicle with his heart ne. Beatrice requires the assert with accessing items on to carry items without assistant of the tems independently. Thood shopping, medical and personal care facility tet had any public outings, but or check-ups. Her husband ne shopping with her husband	the accident. Her husband has not heelchair. He is not able to lift or condition. Therefore, he has been sistance of someone to push her the shelf. Independent ince of another individual to push her independent ince of another individual to push her it is the victim makes use of in the will need to attend medical facilities will not be able to accompany her. Independent in the shelf is also not able to do her
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8.1 Store Access (e.g. getting to and around a comments: Beatrice is no lon been able to accompany push the wheelchair int doing the shopping alon wheelchair, and assist I see Carrying items (use of cart or other) Comments: Beatrice is not able wheelchair. 8.2 Paying for items Comments: Beatrice can pay 8.3 Paying for items Comments: Beatrice has not y in the next few weeks f She would usually do thair, and would like to a There is a salon in their	store, getting items off shelves) ager able to drive following of the vehicle with his heart be. Beatrice requires the asset of the with accessing items on the to carry items without assistant of the temperature of the tem	the accident. Her husband has not heelchair. He is not able to lift or condition. Therefore, he has been sistance of someone to push her the shelf. Independent independent in the shelf independent in the shelf. Independent independent in the victim makes use of the will need to attend medical facilities will not be able to accompany her. Independent in the wheelchair.
8.1 Store Access (e.g. getting to and around a comments: Beatrice is no lon been able to accompany push the wheelchair int doing the shopping alon wheelchair, and assist I seemed to be shopping alon wheelchair, and assist I seemed to be shopping alon wheelchair, and assist I seemed to be shopping alon wheelchair. 8.2 Carrying items (use of cart or other) Comments: Beatrice is not able wheelchair. 8.3 Paying for items Comments: Beatrice can pay 8.4 Specify what public services and neighbour comments: Beatrice has not you in the next few weeks for She would usually do the lair, and would like to a There is a salon in their services. Beatrice's will recomments: Beatrice's will recomments: Beatrice's will recomments: Beatrice's will recomments:	store, getting items off shelves) ager able to drive following and per on outings with the whomat the vehicle with his heart ne. Beatrice requires the asset of the with accessing items on the to carry items without assistant of the temperature of the temperatu	the accident. Her husband has not heelchair. He is not able to lift or condition. Therefore, he has been sistance of someone to push her the shelf. Independent independent in the push her independent in the shelf. Independent in the wheelchair.
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8.6 Other	
Comments:	
Financial Management – includes accessing at a financial institution or by other means and I	managina financos indonondontly
at a financial institution of by other means and i	1 2 3 4 5 6
9.1 Completion of financial transactions	☐ Independent
	he bank and physically assisted into the bank, Beatrice is able
to complete transactions	s independently.
9.2 Other	
Comments:	
Transfers: Bed Mobility – includes the ability	y to get into and out of the bed, Independent NOT APPLICABLE
Transfers: Bed Mobility – includes the ability as well as to adjust body position, turn self or ra	rise self in hed from lying to sitting
Transfers: Bed Mobility – includes the ability as well as to adjust body position, turn self or ra	ise self in bed from lying to sitting. 1 2 3 4 5 6
as well as to adjust body position, turn self or ra	ise self in bed from lying to sitting. 1 2 3 4 5 6 Independent
is well as to adjust body position, turn self or ra	lty and discomfort Beatrice is able to transfer independently
10.1 Transfer in and out of bed Comments: With some difficul	Ity and discomfort Beatrice is able to transfer independently into her wheelchair.
10.1 Transfer in and out of bed Comments: With some difficul into bed and out of bed 10.2 Adjust body position (prone, supine, side-h	Ity and discomfort Beatrice is able to transfer independently into her wheelchair.
10.1 Transfer in and out of bed Comments: With some difficul into bed and out of bed	Ity and discomfort Beatrice is able to transfer independently into her wheelchair.
10.1 Transfer in and out of bed Comments: With some difficul into bed and out of bed 10.2 Adjust body position (prone, supine, side-h	Ity and discomfort Beatrice is able to transfer independently into her wheelchair.
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10.1 Transfer in and out of bed Comments: With some difficul into bed and out of bed 10.2 Adjust body position (prone, supine, side-P	Ity and discomfort Beatrice is able to transfer independently into her wheelchair.
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10.1 Transfer in and out of bed Comments: With some difficul into bed and out of bed 10.2 Adjust body position (prone, supine, side-Parametrs: 10.3 Raise self in bed from lying to sitting Comments:	Ity and discomfort Beatrice is able to transfer independently into her wheelchair.
10.1 Transfer in and out of bed Comments: With some difficul into bed and out of bed 10.2 Adjust body position (prone, supine, side-leading comments:	Ity and discomfort Beatrice is able to transfer independently into her wheelchair.
10.1 Transfer in and out of bed Comments: With some difficul into bed and out of bed 10.2 Adjust body position (prone, supine, side-Parametrs: 10.3 Raise self in bed from lying to sitting Comments:	Ity and discomfort Beatrice is able to transfer independently into her wheelchair.
10.1 Transfer in and out of bed Comments: With some difficul into bed and out of bed 10.2 Adjust body position (prone, supine, side-l' Comments: 10.3 Raise self in bed from lying to sitting Comments:	Ity and discomfort Beatrice is able to transfer independently into her wheelchair.
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	TONC	TIONAL REPOR	\$ 1		
ransfers: Vehicle – includes the ability to get into an		☐ Independent	NOT APPLICABLE		
n a vehicle, do up seatbelt, store mobility aid and transf	er out of vehicle.		1 2	3 4	5 6
11.1 Transfer in/out of vehicle					☐ Independ
comments: Beatrice is able to phy requires a standby assist for	-				
11.2 Storage of mobility aid					☐ Independ
comments: Beatrice needs assista a problem for she and her hu cardiac condition.	-				
11.3 Use of seatbelt					 ★ Independ
Comments:					
11.4 Please state use of any specialized transportation s	service				
her apartment block.					
		□ Independent	NOT APPLICABLE 1 2	3 4	5 6
		□ Independent			5 6
ceiling track lift or two persons to perform dependent tra		□ Independent			5 6
•	ment (such as TV, phone, transferring to and from	☐ Independent		3 4	5 6
teiling track lift or two persons to perform dependent trace. 12.1 State type of lift used with victim Comments: Home Access – includes accessing all household equiparticle adio/alarm, computer and thermostat). It also includes	ment (such as TV, phone, transferring to and from couch. ne difficulty months of room in the propel with her f	□ Independent bilizing in the apartment to eet or her arr	NOT APPLICABLE 1 2 apartmen manoeuv	3 4 3 4 t using tree the v	5 6 Independ
12.1 State type of lift used with victim Comments: Home Access – includes accessing all household equipadio/alarm, computer and thermostat). It also includes lifferent surfaces such as from a wheelchair to chair or comments: 13.1 Use of equipment Comments: Beatrice is having som wheelchair. There is not a lo and she is not able to self-pi	ment (such as TV, phone, transferring to and from couch. ne difficulty months of room in the propel with her f	□ Independent bilizing in the apartment to eet or her arr	NOT APPLICABLE 1 2 apartmen manoeuv	3 4 3 4 t using tree the v	5 6 Independ



SE STUDY #4	FUNCTIO	ONAL REPOR	<u> </u>			
13.3 Other Comments:						
Stair Use – includes ascending and descending indoor	r stairs in the victim's home.	□ Independent	NOT APPLICABL	E		
			2	3 4	5	6
14.1 Ascend/descend indoor stairs in the victim's hom Comments: Elevator access in the					☐ In	dependen
(Please include the number of stairs the victim can ascend/descend	d independently)					
14.2 Other Comments:						
Outdoor Home Access – includes ascending and der r a ramp into the home.	le home	□ Independent	NOT APPLICABL 1 2	3 4		6 dependen
Comments: Beatrice requires ass		e building.	She cann	ot self-p	ropel t	he
wheelchair up the ramp or t						
(Please include the number of stairs the victim can ascend/descend	d independently)					
•	d independently)					
(Please include the number of stairs the victim can ascend/descend	ified, adaptive or regular) esented. Can also include tric tube or gastrostomy.	☐ Independent	NOT APPLICABL 1 2	E 3 4	5	6



16.2 Drink to mouth				 ★ Independ
Comments:				•
16.3 Special equipment (e.g. nasogast	ric tube)			X Not App
Comments:				
16.4 Other				
Comments:				
irooming/Hygiene – includes oral co	are, hair grooming (not hair washing),	☐ Independent	NOT APPLICABLE	
vashing hands and face, shaving, nail o use of tools associated with each of the	are and/or applying make-up and the se components.		1 2	3 4 5 6
17.1 Oral care				X Independ
Comments:				
17.2 Shaving				₩ Independ
Comments:				
17.3 Hair grooming				☐ Independ
	ble to style her hair with nce a week to have her		ly one arm.	She would like
17.4 Nail (finger/toe) care				X Independ
Comments:				
17.5 Washing hands/face				X Independ
Comments:				
17.6 Applying make-up	ble to apply make-up wit			☐ Independ



	ļ	FUNCTIO			
17.7 Other					
Comments:					
	g – includes set-up of clothes, lower		☐ Independent	NOT APPLICABLE	
ressing and fasteners,	buttons, zippers, bras, hosiery and	shoes.		1 2	3 4 5 6
18.1 Set up					Independer
•	trice needs assistan	ce accessing so	me of her o	clothes. He	•
	sting her with this ta	_			
	_				
19 2 Lower body (a.g.	nosiery, socks and shoes)				☐ Independer
	trice needs assistan	oo with hooiow	acaka and	ahaaa Sha	·
	assist for putting o	_		snoes. Sne	e also requires
	accide for paramig of		nor puntor		
18.3 Upper body (also	·				☐ Independer
	trice needs assistan er shirt, but cannot _l				
remove he her with o	-	out it on indepe	ndently. He	r husband I	ias been neiping
her with o	lressing.	out it on indepe	ndently. He	r husband i	
her with (lressing.				☐ Independe
her with (lressing.				☐ Independe
her with c	lressing.				☐ Independe
her with (lressing.				☐ Independe
her with (lressing.				☐ Independe
her with (lressing.				☐ Independel
her with (lressing.				☐ Independel
her with comments: Bea	lressing.				☐ Independel
her with (lressing. s, zippers trice needs assistan	ce with fastene			☐ Independel
her with (18.4 Fasteners, buttor Comments: Bea 18.5 Other Comments:	lressing.	or doffing any orthotic		zippers, et	☐ Independer
her with (18.4 Fasteners, button Comments: Bea 18.5 Other Comments: Orthotic/prosthetic or prosthetic device, inc. Equired for the use of to	Iressing. s, zippers trice needs assistan s - includes assistance in donning of uding the application of any ointm the prosthetic or orthotic device. Exceptions of the prosthetic or orthotic device. Exceptions of the prosthetic or orthotic device.	or doffing any orthotic ent or support garment imples include slings,	rs, buttons,	zippers, et	☐ Independe
her with (18.4 Fasteners, button Comments: Bea 18.5 Other Comments: Orthotic/prosthetic required for the use of toolints, braces and tens	Iressing. s, zippers trice needs assistan s – includes assistance in donning of any ointm	or doffing any orthotic ent or support garment imples include slings, sumable medical supplies	rs, buttons,	zippers, et	☐ Independer
her with (Iressing. Is, zippers trice needs assistant Is – includes assistance in donning to the application of any ointment prosthetic or orthotic device. Example prosthetic or orthotic device. Example and/or sanitary garments is not in the prostness of the application of constant of the application of the angle of the an	or doffing any orthotic ent or support garment imples include slings, sumable medical supplies	rs, buttons,	zippers, et	☐ Independer
her with (18.4 Fasteners, button Comments: Bea 18.5 Other Comments: Orthotic/prosthetic r prosthetic device, incapuired for the use of toolints, braces and tensuch as wound dressing	s – includes assistance in donning of uding the application of any ointm the prosthetic or orthotic device. Except bandages. The application of constand of any ointm the prosthetic or orthotic device. Except bandages. The application of constand of any ointm the prosthetic or orthotic device. Except bandages. The application of constand of any ointm the prosthetic devices.	or doffing any orthotic ent or support garment imples include slings, sumable medical supplies included.	rs, buttons,	NOT APPLICABLE 1 2	□ Independer C. 3 4 5 6
her with (18.4 Fasteners, button Comments: Bea 18.5 Other Comments: Prthotic/prosthetic r prosthetic device, incequired for the use of toolints, braces and tensuch as wound dressing 19.1 State type of orthocomments: Bea	s - includes assistance in donning of uding the application of any ointmose prosthetic or orthotic device. Export bandages. The application of constand of any ointmose prosthetic device and/or sanitary garments is not interpretable to the constant of the	or doffing any orthotic ent or support garment imples include slings, sumable medical supplies included.	rs, buttons,	NOT APPLICABLE 1 2	□ Independer C. 3 4 5 6
her with (18.4 Fasteners, button Comments: Bea 18.5 Other Comments: Prthotic/prosthetic r prosthetic device, incequired for the use of toolints, braces and tensuch as wound dressing 19.1 State type of orthocomments: Bea	s – includes assistance in donning of uding the application of any ointm the prosthetic or orthotic device. Except bandages. The application of constand of any ointm the prosthetic or orthotic device. Except bandages. The application of constand of any ointm the prosthetic or orthotic device. Except bandages. The application of constand of any ointm the prosthetic devices.	or doffing any orthotic ent or support garment imples include slings, sumable medical supplies included.	rs, buttons,	NOT APPLICABLE 1 2	□ Independer C. 3 4 5 6
her with (18.4 Fasteners, button Comments: Bea 18.5 Other Comments: Prthotic/prosthetic r prosthetic device, incequired for the use of toolints, braces and tensuch as wound dressing 19.1 State type of orthocomments: Bea	s - includes assistance in donning of uding the application of any ointmose prosthetic or orthotic device. Export bandages. The application of constand of any ointmose prosthetic device and/or sanitary garments is not interpretable to the constant of the	or doffing any orthotic ent or support garment imples include slings, sumable medical supplies included.	rs, buttons,	NOT APPLICABLE 1 2	□ Independer C. 3 4 5 6
18.4 Fasteners, button Comments: Bea 18.5 Other Comments: Orthotic/prosthetic r prosthetic device, incequired for the use of tiplints, braces and tensuch as wound dressing 19.1 State type of orthocomments: Bea	s - includes assistance in donning of uding the application of any ointmose prosthetic or orthotic device. Export bandages. The application of constand of any ointmose prosthetic device and/or sanitary garments is not interpretable to the constant of the	or doffing any orthotic ent or support garment imples include slings, sumable medical supplies included.	rs, buttons,	NOT APPLICABLE 1 2	□ Independer C. 3 4 5 6
her with (18.4 Fasteners, button Comments: Bea 18.5 Other Comments: Prthotic/prosthetic r prosthetic device, incequired for the use of toolints, braces and tensuch as wound dressing 19.1 State type of orthocomments: Bea	s - includes assistance in donning of uding the application of any ointmose prosthetic or orthotic device. Export bandages. The application of constand of any ointmose prosthetic device and/or sanitary garments is not interpretable to the constant of the	or doffing any orthotic ent or support garment imples include slings, sumable medical supplies included.	rs, buttons,	NOT APPLICABLE 1 2	□ Independer C. 3 4 5 6



•	10116116	ONAL REPOR	•
Bathing/Showering – includes bathing (washing, rinsing air either in the tub, shower or sponge/bed bath. It also in transfer. Refer to Activity #12 Transfers: Two Person or Hoy equire that type of assistance.	icludes tub or shower	□ Independent	NOT APPLICABLE 1 2 3 4 5 6
20.1 Set-up (tap control, clothes) Comments: Beatrice needs assistan covering to her cast. She can			
20.2 Transfer in/out of tub or shower Comments: Beatrice requires a stanter left knee pain and the use bathroom. Beatrice requires the door. Grab bars and a bath 20.3 Washing and rinsing (body and hair) Comments: Beatrice is able to wash shower, but she has difficulty assisting her. 20.4 Drying (body and hair) Comments: Beatrice needs assistanted independently.	of only one arm at someone assi bench are also i and rinse her b rinsing her hair	. The wheelst her with required to to the control of the control o	chair does not fit into the ambulating to the bathtub from transfer. Independently using a hand held ler husband has been
Toileting – includes the victim's ability to transfer on/off tenital/perineal hygiene (access and use toilet paper), chan ind perform clothing adjustments. It also includes the use coolieting does not necessarily have to occur in the bathroon bedside commode. Emptying of a commode, bedpan, colosilso to be considered toileting.	ge sanitary garments of a urinal or bedpan. 1. It could be done using	☐ Independent	NOT APPLICABLE 1 2 3 4 5 6
21.1 Transfer on/off toilet			☐ Independ
comments: Beatrice needs assistan does not fit through the door.			
Comments: Beatrice needs assistan	She uses over a		



		FUNCTIONAL REPORT	
21.4 Other Comments:			
evel 3 Activities – Bowel and Bladder Diaper, catheter, disimpaction – includes use of		lity to catheterize and disimpact.	
a. Does the victim require a catheter?	☐ Yes	X No	
If yes, is the victim independent?	☐ Yes	□ No	
b. Does the victim require bowel disimpaction?	☐ Yes	X No	
If yes, is the victim independent?	☐ Yes	□ No	
c. Does the victim require a diaper?	☐ Yes	⋈ No	
If yes, is the victim independent?	☐ Yes	□ No	
. Supervision –applies when the victim requires basi behavioural or medical issues that are not covered in in the home during the day or during sleeping hours. Please record and explain hours per day needed for su	Section 1, sud The victim ca	th as supervision innot be left alone.	6
in the home during the day or during sleeping hours.	Section 1, sud The victim ca	ch as supervision innot be left alone.	6 G
behavioural or medical issues that are not covered in in the home during the day or during sleeping hours. Please record and explain hours per day needed for su 23.1 Supervision:	Section 1, sud The victim ca	ch as supervision innot be left alone.	
behavioural or medical issues that are not covered in in the home during the day or during sleeping hours. Please record and explain hours per day needed for su 23.1 Supervision:	Section 1, sud The victim ca	ch as supervision innot be left alone.	
behavioural or medical issues that are not covered in in the home during the day or during sleeping hours. Please record and explain hours per day needed for su 23.1 Supervision:	Section 1, sud The victim ca	ch as supervision innot be left alone.	
behavioural or medical issues that are not covered in in the home during the day or during sleeping hours. Please record and explain hours per day needed for su 23.1 Supervision:	Section 1, sud The victim ca	ch as supervision innot be left alone.	
behavioural or medical issues that are not covered in in the home during the day or during sleeping hours. Please record and explain hours per day needed for su 23.1 Supervision:	Section 1, sud The victim ca	ch as supervision innot be left alone.	
behavioural or medical issues that are not covered in in the home during the day or during sleeping hours. Please record and explain hours per day needed for su 23.1 Supervision:	Section 1, sud The victim ca	ch as supervision innot be left alone.	



CASE STUDY #4

SCORE SHEET FOR PERSONAL CARE ACTIVITIES

Lev	vel 1 Activities - Home and Community Ma	nagement					
Act	tivity	Time Score					
1.	Meal Preparation: Breakfast	N/A	Α	B Min	B Mod	в Мах	C
		О	0	1	2	3	4
2.	Meal Preparation: Lunch	N/A	Α	B Min	B Mod	В Мах	C
		О	0	1.5	3	4.5	6
3.	Meal Preparation: Dinner	N/A	Α	B Min	B Mod	В Мах	0
		o	0	2	4	6	8
4.	Light Housekeeping	N/A	Α	В			С
		lacksquare	0		3		6
5.	Heavy Housecleaning	N/A	Α				С
			0				3
6.	Laundry	N/A	Α		В		С
			0		1		2
7.	Yard Work	N/A	Α				С
		\odot	0				3
8.	Community Outings	N/A	Α				6
		o	0				3
9.	Financial Management	N/A	Α				6
		o	0				
Tot	tal Score for Level 1	22					
Lev	vel 2 Activities – Mobility and Self-Care						
Act	tivity			Time			
10.	Transfers: Bed Mobility	N/A	A		В		С
		0	(·)		3		6
11.	Transfers: Vehicle	N/A	A		В		C
		0	0		2		4
12.	Transfers: Two Person or Hoyer Lift	N/A	Α		В		С
			0		0		6
13.	Home Access	N/A	Α		В		C
		0	0		3		5



CASE STUDY #4	SCORE SHEET F	OR PER	RSONAL CAF	RE ACTIVIT	TIES		
Activity		Time Score					
14. Stair Use	N/A	Α		В		С	
		0		1.5		3	
15. Outdoor Home Access	N/A	Α		В		C	
	0	0		1		2	
16. Eating/Drinking	N/A	Α	B Min			С	
	0	0	4			16	
17. Grooming/Hygiene	N/A	Α		B		С	
	0	0		2		3	
18. Dressing/Undressing	N/A	Α	B Min	B Mod	в Мах	С	
	0	0	1.5	3	4.5	6	
19 Orthotic/Prosthetics	N/A	Α		B		С	
	0	0		2		3	
20. Bathing/Showering	N/A	Α	B Min	B Mod	В Мах	С	
	0	0	2	4	6	8	
21. Toileting	N/A	Α		В		С	
	0	0		6		12	
Total Score for Level 2		35-5					
Level 3 Activities - Bowel and Bladder	r Care						
Activity		Time Score					
22. Bowel and Bladder Care	N/A	Α		В		С	
Catheter Disimpaction Diapers		0		8		16	
Total Score for Level 3	1		· ·				
Activity		Time Score					
Activity 23. Supervision Total Supervision Score							
	Average num	ber of ho	ours per day		X 12 =		
Total Supervision Score							



CASE STUDY #4

ENTITLEMENT CALCULATION

Each of the activities has been assigned a level depending on the type of care provider needed to perform the activity. Weighting factors have been determined based on the relative cost of each type of care provider.

Personal Care Activities	Score	х	Weighing Factor	=	Weighted Score
Section 1: Level 1 – Home and Community Management	22	х	1.0	=	22
Section 1: Level 2 – Mobility and Self-Care	35-5	x	1.05	=	37-275 line 2
Section 1: Level 3 – Bowel and Bladder Care		х	2.54	=	line 3
Section 2: Supervision Requirements (average hours/day X 12)		x	1.0	=	line 4
Total Score (sum of individual scores for each level and supervision)	57-5 line 5	Total Weighted Score (sum of lines 1, 2, 3 and 4)		59.275 line 6	

NOTE: Any victim with a total weighted score of 89 or above (line 6) is automatically entitled to the maximum coverage, and there is no need to complete any further calculations in those circumstances.

0.666 line 7	If the total weighted score is less than 89, divide line 6 by 89
	Multiply <i>line</i> 7 by the indexed monthly maximum for personal Care assistance, as prescribed in section 131 of the Act.

*[Assume a PCA monthly maximum of \$3,667 (2004)]

Minimum Score:

Line 5 must be 9 or higher without rounding before the victim qualifies for funding.

Entitlement:

Equals the amount set out in line 8 (rounded to the nearest dollar).

