ADL ASSESSMENT

Name:	Date:	Evaluator:

Scoring criteria: 2 – The individual performs the task independently, without assistance.
1 – The individual actively performs the task with some assistance.
0 – The individual perform the task; requires complete assistance.

Directions: Rate steps of each task using the above criteria. Following each task, recommend possible step for training. Under comments, note any information regarding the individual's responsiveness to the task, factors interfering with training and other considerations.

Example: Removes pants. 2 – Takes pants off independently.
1– Actively attempts to remove pants with prompting.
0 – Requires total guidance; makes no attempt to remove pants.

1. Eating

	Comments
_____ Swallows ground food.	
_____ Chews food before swallowing.	
_____ Bites.	
_____ Finger feeds snack items.	
_____ Picks up spoon.	
_____ Scoops food to mouth.	
_____ Removes food from spoon with lips.	
_____ Places spoon on table.	
_____ Feeds self with spoon with minimal spillage.	
_____ Drinks from glass when glass is held.	
_____ Holds onto glass when drinking.	
_____ Drinks without gulping.	
_____ Drinks with minimal spillage.	
_____ Takes appropriate size bites.	
_____ Feeds self with minimal spillage.	
_____ Eats at appropriate pace.	
_____ Eats without choking.	
_____ Eats with fork.	
_____ Wipes mouth with napkin.	
_____ Cuts meat with knife.	

Recommended training step(s): _____

_____

_____

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2. Undressing

_____ Unties shoes.
_____ Removes shoes.
_____ Removes socks.
_____ Removes coat.
_____ Removes pullover shirt.
_____ Unbuttons shirt.
_____ Removes button-down shirt.
_____ Unzips pants.
_____ Removes pants.
_____ Removes dress or skirt.
_____ Removes underpants.
_____ Removes undershirt.
_____ Removes bra.

Recommended training step(s): _____

_____

_____

3. Dressing

_____ Picks out clothes.
_____ Puts on underpants.
_____ Puts on undershirt.
_____ Puts on bra.
_____ Fastens bra.
_____ Correctly orients clothes before putting on.
_____ Puts feet into pants.
_____ Pulls pants up.
_____ Puts on pullover shirt.
_____ Puts on button-down shirt.
_____ Buttons shirt.
_____ Tucks in shirt.
_____ Fastens pants.
_____ Zips up pants.
_____ Loops belt into pants.
_____ Buckles belt.
_____ Puts on socks.
_____ Puts on shoes.
_____ Ties shoes.

Recommended training step(s): _____

_____

_____

Comments

	Comments
4. Toileting	
_____ Stays dry for two hours.	
_____ Stays dry during the day.	
_____ Stays dry at night.	
_____ Has two or less BM accidents a week.	
_____ Rarely has toileting accidents.	
_____ Unfastens pants.	
_____ Pulls pants down.	
_____ Sits on toilet.	
_____ Voids within 15 minutes.	
_____ Wipes self.	
_____ Pulls underpants up.	
_____ Pulls pants up.	
_____ Fastens pants.	
_____ Flushes toilet.	
_____ Washes hands.	
_____ Goes to toilet with reminders.	
_____ Self-initiates toileting.	
Recommended training step(s): _____	
_____	
_____	
5. Hand Washing	
_____ Turns on water.	
_____ Adjusts water temperature.	
_____ Wets hands.	
_____ Applies soap.	
_____ Lathers hands.	
_____ Rinses hands.	
_____ Turns off water.	
_____ Obtains towel.	
_____ Dries hands.	
_____ Hangs up towel.	
_____ Throws paper towel away.	
Recommended training step(s): _____	
_____	
_____	
6. Bathing	
_____ Obtains towel and washcloth from closet.	

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_____ Gets clothes.

_____ Undresses.
_____ Turns on water.
_____ Adjusts water temperature.
_____ Wets washcloth.
_____ Soaps washcloth.
_____ Washes self.
_____ Rinses self.
_____ Wets hair.
_____ Obtains shampoo from container.
_____ Puts shampoo on hair.
_____ Rubs shampoo into hair.
_____ Rinses hair.
_____ Turns water off.
_____ Obtains towel.
_____ Dries self.
_____ Takes dirty clothes and towels to laundry

Recommended training step(s): _____

_____

_____

7. Toothbrushing

_____ Obtains toothbrush.
_____ Obtains paste.
_____ Unscrews cap from paste.
_____ Wets brush.
_____ Puts paste on brush.
_____ Actively attempts to brush teeth; make brushing motion.
_____ Brushes front teeth.
_____ Brushes top back teeth.
_____ Brushes bottom back teeth.
_____ Rinses brush.
_____ Puts brush away.
____

Recommended training step(s): _____

_____

_____

8. Shaving

_____ Obtains razor.
_____ Holds razor.

Comments

_____ Plugs in razor.

_____ Turns on razor.
_____ Makes movement with razor on face.
_____ Shaves face area.
_____ Shaves throat and neck area.
_____ Turns razor off.
_____ Puts razor away.

Recommended training step(s): _____

_____

_____

9. Hair combing/brushing

_____ Holds comb/brush.
_____ Moves comb/brush through hair.
_____ Combs/brushes top of head.
_____ Combs/brushes sides of head.
_____ Combs/brushes back of head.
_____ Combs/brushes hair neatly.

Recommended training step(s): _____

_____

_____

10. Make-up

_____ Obtains make-up.
_____ Applies lipstick.
_____ Applies eye shadow.
_____ Applies eye liner.
_____ Applies mascara.
_____ Applies blush.
_____ Puts make-up away.

Recommended training step(s): _____

_____

_____

11. Meal preparation

_____ Obtains food from refrigerator.
_____ Carries items to counter.
_____ Obtains cooking utensils/dishes from cupboard or drawers.
_____ Opens box, bag or other food containers

Comments

_____ Pours ingredients from container into bowl/pan.
_____ Unscrews lid of jar.
_____ Pours liquids with minimal spillage.
_____ Uses measuring cup to scoop and transfer Ingredients from container into bowl.
_____ Mixes with spoon.
_____ Mixes with hand beater.
_____ Mixes with electric mixer.
_____ Spreads butter on bread.
_____ Cuts bread with a knife.
_____ Rinses vegetables.
_____ Cuts up vegetables with knife.
_____ Combines ingredients into dish as directed
_____ Prepares cereal.
_____ Makes simple sandwiches.
_____ Makes simple drinks (juice, tea, koolaid).
_____ Operates electric can opener.
_____ Operates blender.
_____ Operates toaster.
_____ Operates oven.
_____ Operates range.
_____ Reads labels, written/pictures directions
_____ Understands measurements.

Recommended training step(s): _____

_____

_____

12. Table Setting

_____ Gets placemats, napkins dishes and utensils from cupboard or drawer.
_____ Carries dishes, utensils, etc. to table.
_____ Places dishes/utensils on placemat where staff point to.
_____ When given a placemat with pictures or drawings of dishes/utensils on it, can match items .
_____ Sets complete setting independently.

Recommended training step(s): _____

_____

_____

Comments

	Comments
13. Serving	
_____ Pours liquid into glass.	
_____ Transfers hot food from cooking container to serving dish.	
_____ Carries food without spillage.	
_____ Carries liquids without spillage.	
_____ Spoons out food from dish to plate.	
_____ Takes appropriate size portions.	
_____ Passes serving dish to others.	
Recommended training step(s): _____	
_____	
_____	
14. Meal cleanup	
_____ Takes dishes to sink.	
_____ Clears table.	
_____ Cleans food from plate.	
_____ Rinses dishes.	
_____ Places dishes into dishwasher.	
_____ Puts soap in dishwasher.	
_____ Turns dishwasher on.	
_____ Removes dishes from dishwasher.	
_____ Washes dishes in sink.	
_____ Dries dishes.	
_____ Puts dishes/utensils in appropriate cupboards and drawers.	
_____ Wipes off table, counter, or chairs.	
_____ Takes protective clothing to laundry.	
_____ Sweeps floor.	
Recommended training step(s): _____	
_____	
_____	
15. Laundry	
_____ Takes dirty clothes to laundry.	
_____ Helps sort clothes by placing clothes in piles pointed to by staff.	
_____ Sorts clothes with minimal assistance.	
_____ Puts clothes into washer.	
_____ Obtains detergent from cupboard.	

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	Comments
_____ Measures out detergent.	
_____ Pours detergent into washer.	
_____ Sets dial, starts washer.	
_____ Transfer clothes from washer to dryer.	
_____ Folds clothes.	
_____ Takes clothes to bedroom.	
_____ Puts clothes into drawers.	
_____ Places clothes on hangers.	
_____ Hangs clothes up.	
Recommended training step(s): _____	
_____	
_____	
15. Bed making	
_____ Takes blankets/sheets off bed.	
_____ Spreads sheets/blankets across bed.	
_____ Smoothes out sheet or blanket.	
_____ Places pillows appropriately.	
_____ Spreads bedspread across bed.	
_____ Completely makes bed.	
Recommended training step(s): _____	
_____	
_____	
16. Vacuuming	
_____ Obtains vacuum from closet.	
_____ Turns vacuum on and off.	
_____ Pushes vacuum back and forth.	
_____ Vacuums small area with supervision.	
_____ Vacuums entire room	
Recommended training step(s): _____	
_____	
_____	
17. Dusting	
_____ Obtains furniture polish, cloth, etc.	
_____ Sprays polish.	
_____ Actively attempts to dust; makes motion across surfaces.	
_____ Completely dusts furniture.	

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Comments

Recommended training step(s): _____

_____

_____

18. Other domestic tasks

_____ Helps gets out and puts away activity materials.
_____ Gets mail.
_____ Cleans windows/mirrors.
_____ Cleans bathtub.
_____ Empties wastepaper baskets.
_____ Takes out trash.
_____ Puts groceries away.
_____ Washes vehicle.
_____ Shovels snow.
_____ Rakes yard.
_____ Mows yard.
_____ Sweeps garage.

Recommended training step(s): _____

_____

_____

19 Money Skills

___ Understands money has value.
___ Can identify coins.
___ Understand cent value of coins.
___ Can make simple change.
___ Understands denomination of paper money
___ Carry money without losing it.
___ Can purchase simple items up to $10.00.
___ Can purchase items over $20.00.
___ Saves for simple items.
___ Can plan and follow a simple weekly budget
___ Uses savings account; fills out deposit
___ Uses credit or debit card.
___ Takes care of own savings/credit accounts.
___ Writes a check
___ Has addresses and phone numbers of creditors.
___ Pay bills on time.
___ Avoids money scams.
___ Understands and takes care of entitlement funds, and social security.
___ Takes care of tax returns.

Recommended training step(s): _____

_____

_____

20. Shopping

___ Can purchase simple items, and wait for Change.
___ Gives the correct amount of money.
___ Can purchase multiple items adding correct costs.
___ Can find items in store.
___ Can find items from a list.
___ Knows how to ask for help to find something
___ Finds way around store.
___ Waits in line without difficulty.
___ Gives money and waits for change.
___ Shops at convenience store.
___ Shops at grocery store.
___ Shops at Malls.
___ Shops at specialty stores.
___ Can go shopping in several stores without supervision.
___ Can shop online.
___ Purchases own clothing
___ Purchases own personal items.
___ Can use public restroom.

Recommended training step(s): _____

_____

_____

21. Community/Leisure

___ Can order simple fast food.
___ Can order food from a menu.
___ Eats appropriately in public.
___ Waits effectively in line.
___ Goes to the movies, pays for ticket, orders food.
___ Rents videos
___ Schedules and attends community events (concretes, sporting events)
___ Attends community recreation.

___ Goes with group of friends.
___ Use library

___ Has leisure interests to occupy time (reading,television, computer, etc.).
___ Adequately organizes own leisure time.

Recommended training step(s): _____

_____

_____

22. Social behavior in public

___ Doesn't approach stranger inappropriately.
___ Greets others appropriately.
___ Avoids saying rude remarks to strangers.
___ Doesn't talk loudly at library, church, or movie.
___ Dresses appropriately for public.
___ Willing to help others if needed.
___ Control anger in public.
___ Avoids obvious stereotypic, self stimulation behavior in public,
___ Understands simple manners in public (please, thank you, and sorry)
___ Doesn't touch people inappropriately, or invade personal space.

Recommended training step(s): _____

_____

_____

23. Community Mobility

___ Can walk simple distances, with adequate safety skills.
___ Can cross street safely.
___ Can read street and community signs
___ Can read street and community signs.
___ Has adequate stranger/danger skills.
___ Knows how to seek help.
___ Carries ID
___ Knows own address, telephone number, and emergency contacts.
___ Can ride public transportation.
___ Can schedule Your-Ride or taxi.
___ Can find way around immediate area.
___ Can find way to frequently visited settings

(store, post office, barber shop, etc.)
___ Can drive.
___ Can travel around town, within limited distance.
___ Can travel outside of town using a map.

Recommended training step(s): _____

_____

_____

24. Safety/Medical

___ Tends to minor cuts
___ Takes own medications
___ Uses thermometer to take temperature.
___ Recognizes when medical attention is needed.
___ Knows who to call in emergencies (911)
___ Can call and make medical appointments.
___ Can fill prescriptions.
___ Careful with hot objects.
___ Careful with sharp objects.
___ Understands and avoids dangers of electricity.
___ Understand danger of gas and heat (stove, furnace, etc.).
___ Understands dangers, of simple tools
___ Understands dangers of household chemicals
___ Can put out simple fires (use extinguisher).

Recommended training step(s)_____
_____

25. Communication

___ Can use telephone
___ Keeps list of important phone numbers.
___ Can use and maintain a cell phone.
___ Can use internet to find information.
___ Knows email address
___ Can seek out help when needed.

26. Time/Reading/Writing

___ Knows how to tell time.
___ Knows the days of the week.
___ Knows the month and year.
___ Reads simple stories.

___ Reads newspaper articles.
___ Reads labels.
___ Reads store signs and street signs.
___ Can write or print name, address, and phone number.
___ Can write or print simple notes.
___ Can write or print letters.
___ Can fill out applications.
___ Can do simple addition and subtraction.

Recommended training step(s): _____

_____

_____

27. Self Direction

___ Remembers to eat all meals.
___ Goes to bed on time, gets enough sleep.
___ Gets up on own in the morning (eg alarm).
___ Gets through morning routine and out the door for school or work independently.
___ Picks out clothes independently
___ Plans out day, and follows routine.
___ Handles changes in routine.
___ Remembers to do personal maintenance (change clothes every day, use deodorant, brush teeth, etc.)
___ Remembers to run errands and do simple chores.
___ Makes and keeps appointments.
___ Follows a planner, monthly calendar or other planning tool.
___ Remembers to follow through with responsibilities/comments.
___ Keep things organized enough not to lose them.
___ Thinks about consequences before acting.
___ Uses simple problem solving skills when faced with a simple problem.

Recommended training step(s): _____

_____

_____

28. Self Advocacy/Legal/Financial

___ Understands his own disability including his

strengths and interests.
___ Is able to communicate his disability to others.
___ Can ask for support if he needs it.
___ Understands his own vulnerabilities and can advocate for accommodations.
___ Can assess new situations for light of his vulnerabilities (sensory issues, social challenges, etc.)
___ Knows to avoid situations that are above his skill level.
___ Avoids getting taken advantage of by strangers, salesmen or phone solicitors.
___ Understands what he is entitled to by the "American Disabilities Act."
___ Understands contact sources for disability services.
___ Can give informed consent for financial, legal, and medical matters.
___ Knows how to apply for and correspond with, Social Security, Medicaid, and other disability funds.
___ Knows how to contact important government services (Secretary of State)
___ Knows names and phone numbers of treatment support team members (case manager, vocational support, psychologist, doctor, etc.)
___ Facilitates and collaborates in self determination and treatment strategies.
___ Understand legal responsibilities and knows how to obtain legal services.

Recommended training step(s): _____

_____

_____

29. Work/School

___ Gets up and to school/work on time.
___ Calls if missing or going to be late.
___ Follows time and simple work/school rules.
___ Organizes and turns in homework.
___ Organizes school or work schedule.
___ Is typically on time to classes, from breaks, lunch, etc.
___ Knows who to ask for help.
___ Can fill out work applications, and handle

interviews.
___ Can sign up for classes at school.
___ Completes assigned school or work tasks..
___ Listens and takes directions well.
___ Handles criticism.
___ Gets along with co-workers/students.
___ Avoids making rude comments.
___ Dresses appropriately for work/school.

Recommended training step(s): _____

_____

_____