



**MultiChancePoliTeam**

## **DEFINITION OF THE ICF\* MODEL**

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## NOTES

The **(NS)** tag marks attributes added to the ICF standard: numbering and range have been defined in order to follow the ICF rules.

The **(CD)** tag marks attributes whose sub-attributes have been eliminated (“condensed”) from ICF\*.

The attributes are divided into:

- BODY FUNCTIONS (b): 182
- ACTIVITY AND PARTICIPATION (d): 133
- INFORMATION TOOLS (t): 63

The document defines a total number of 378 attributes.

## Export to ICF standard

$b7100 \leftarrow (b7110 + b7111 + b7113 + b7115 + b7116 + b7117)/6$

$b7101 \leftarrow (b7112 + b7114)/2$

$b7150 \leftarrow (b7160 + b7161 + b7163 + b7165 + b7166 + b7167)/6$

$b7151 \leftarrow (b7162 + b7164)/2$

$d3151 \leftarrow (d3151 + d3291)/2$

$d3351 \leftarrow (d3351 + d3491)/2$

$d3602 \leftarrow d3153$

$b250-279 \leftarrow b279$

$b2300 \leftarrow (b23000 + b23001)/2$

$b134 \leftarrow (b134 + b135)/2$

## Schemes of questions and answers

Questions and answers have been elaborated according to the following scheme:

| Description     | Answer   | Notes                                |
|-----------------|--|--------------------------------------|
| Competence to X | 0 full competence (to X)<br>1 enough competence (to X)<br>2 little competence (to X)<br>3 partial incompetence (to X)<br>4 total incompetence (to X) | Ex.: b110 (with X), b122 (without X) |
| Level of X      | 0 no difficulty<br>1 mild difficulty<br>2 moderate difficulty<br>3 serious difficulty<br>4 complete difficulty                                       | Ex.: b1140                           |
| Functions of X  | 0 no difficulty<br>1 mild difficulty<br>2 moderate difficulty<br>3 serious difficulty<br>4 complete difficulty                                       | Ex.: b134                            |

|  |   |   |
|--|---|---|
| Difficulty in X  | 0 no difficulty<br>1 mild difficulty<br>2 moderate difficulty<br>3 serious difficulty<br>4 complete difficulty  | Ex.: d8500  |
| Engaging in X  | 0 no difficulty<br>1 mild difficulty<br>2 moderate difficulty<br>3 serious difficulty<br>4 complete difficulty  | Ex.: 9100   |
| <i>any</i><br>(title: X <sub>noun</sub> )  | 0 totally X <sub>adjective</sub><br>1 X <sub>adjective</sub> enough<br>2 not very X <sub>adjective</sub><br>3 ¬ X <sub>adjective</sub><br>4 totally ¬ X <sub>adjective</sub>                        | Ex.: b1260 Extrovert<br>0 totally extrovert<br>...<br>4 totally introvert   |
| <i>any</i><br>(title: complex X)   | 0 full competence<br>1 enough competence<br>2 little competence<br>3 partial incompetence<br>4 total incompetence   | It's part of a set of questions such as "competence"<br>Ex.: b1304 Impulse control                                  |
| <i>any</i><br>(title: complex X)   | 0 no difficulty<br>1 mild difficulty<br>2 moderate difficulty<br>3 serious difficulty<br>4 complete difficulty  | It's part of a set of questions such as "function", "level", "difficulty" or "engaging"<br>Ex.: b7110, b7350, d9200 |
| <i>any</i><br>(title: X indicates a physical symptom that impacts on daily life) | 0 no problem<br>1 problem of little importance in daily life<br>2 problem of some importance in daily life<br>3 problem of strong importance in daily life<br>4 problem of impediment in daily life | Ex.: b2400 Ringing in ears  |

(NB: ¬ X<sub>adjective</sub> indicates the opposite; ex.: X<sub>adjective</sub> = extrovert, ¬ X<sub>adjective</sub> = introvert)

The most suitable scheme has been selected for every attribute, according to the criterium of "maximum comprehensibility of the question". This led to the selection of the scheme that, for every single attribute, would have generated a question's text of easy reading and interpretation.

In the answers, X has been kept when it has been considered essential to improve the comprehension of the question.

In the description of the questions, examples have been used to list:

- competences, introduced by "(ex.: ...)"
- problems, introduced by "(ex. of related problems: ...)"

## Versions

- V 15: Last version used to produce the initial version of the ICF website
- V 16: “Clean” version of the V 15 document
- V 17: Denomination ICF\*
- V 18: Question b710 replaced by b711; b715 replaced by b716
- V 19: Changes after sperimentation in MCPT MCPT
- V 19.1: Correction of error (double d2100 and d3504)
- V 19.2: For completeness, addition of the non-leaf attribute b2102
- V 20: Revision october 2012 (Dafne, Giulia, Licia)
- V 21: Further revision, with Giulia; removed d130, d135, d140, d145, d150, d760; changes also to “(t) Information tools”
- V 22: Changes to various descriptions, inaccordance with Giulia; added CD to b1142
- V23: Removed phrase “mental functions”; made uniform the adjective used for answer 2
- V24: Modified b134, added b135
- V25: Added notes on schemes of questions and answers
- V26: Added new scheme of question/answer; removed exceptions
- V27: Question b2102 is not a leaf; added motivations for the choice of questions; corrected commas of various questions; corrected some typo; change in t2301, t2302
- V28: Added subdivision in blocks to “(t) Information tools”
- V29: Removed one “mental functions”; modified structure of three questions (in order to have a balanced tree)
- V30: Fixes to the tree structure; typos fixed

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## (b) BODY FUNCTIONS

**Generic Qualifier:** indicates the extent or the gravity of a disability.

- 0 no disability
- 1 mild disability
- 2 medium disability
- 3 serious disability
- 4 complete disability
- 8 not specified (the user doesn't fill in the blank)



## CHAPTER 1 – Mental functions

### *Global mental functions*

#### **b110 Consciousness functions (CD)**

Competence to maintain a state of awareness and alertness, including the functions of clarity and continuity of the wakeful state (being aware of one's state, of being in a certain situation, and of what is around us. For example, the awareness of being in class means setting oneself in a condition of attention and concentrating throughout the whole lesson).

*0 full competence to maintain a state of awareness and alertness*

*1 enough competence to maintain a state of awareness and alertness*

*2 little competence to maintain a state of awareness and alertness*

*3 partial incompetence to maintain a state of awareness and alertness*

*4 total incompetence to maintain a state of awareness and alertness*

#### **b114 Orientation functions**

Knowing and ascertaining one's relation to self, to others, to time and to one's surroundings.

##### *b1140 Orientation to time*

Level of awareness of day, date, month and year.

*0 no difficulty*

*1 mild difficulty*

*2 moderate difficulty*

*3 serious difficulty*

*4 complete difficulty*

##### *b1141 Orientation to place*

Level of awareness of one's location, such as one's immediate surroundings, one's town or country.

*0 no difficulty*

*1 mild difficulty*

*2 moderate difficulty*

*3 serious difficulty*

*4 complete difficulty*

##### *b1142 Orientation to person (CD)*

Level of awareness of one's own identity and of individuals in the surroundings.

*0 no difficulty*

*1 mild difficulty*

*2 moderate difficulty*

*3 serious difficulty*

*4 complete difficulty*

### **b117 Intellectual functions**

Competence to understand and constructively integrate the various mental functions, including all cognitive functions and their development over the life span (having an adequate comprehension of the reality surrounding us, being aware of one's competence to formulate thoughts about a person or an object).

- 0 full competence to comprehend the reality surrounding us*
- 1 enough competence to comprehend the reality surrounding us*
- 2 little competence to comprehend the reality surrounding us*
- 3 partial incompetence to comprehend the reality surrounding us*
- 4 total incompetence to comprehend the reality surrounding us*

### **b122 Global psychosocial functions**

Competence, developed over the life span, to establish reciprocal social interactions.

- 0 full competence*
- 1 enough competence*
- 2 little competence*
- 3 partial incompetence*
- 4 total incompetence*

### **b126 Temperament and personality functions**

Characteristics of the individual's own disposition that lead him to react in a particular way to situations.

#### *b1260 Extroversion*

- 0 totally extrovert*
- 1 extrovert enough*
- 2 not very extrovert*
- 3 introvert*
- 4 totally introvert*

#### *b1261 Agreeableness*

- 0 totally agreeable*
- 1 agreeable enough*
- 2 not very agreeable*
- 3 surly*
- 4 totally surly*

#### *b1262 Conscientiousness*

- 0 totally conscientious*
- 1 conscientious enough*
- 2 not very conscientious*
- 3 superficial*
- 4 totally superficial*

*b1263 Psychic stability*

Maintaining a calm and composed personal disposition; lack of stability implies an irritable, erratic and moody behaviour.

- 0 *totally stable*
- 1 *stable enough*
- 2 *not very stable*
- 3 *unstable*
- 4 *totally unstable*

*b1264 Openness to experience*

- 0 *totally open to new experiences*
- 1 *open enough to new experiences*
- 2 *not very open to new experiences*
- 3 *unwilling to new experiences*
- 4 *totally unwilling to new experiences*

*b1265 Optimism*

- 0 *totally optimist*
- 1 *optimist enough*
- 2 *not very optimist*
- 3 *pessimist*
- 4 *totally pessimist*

*b1266 Confidence*

- 0 *totally confident*
- 1 *confident enough*
- 2 *not very confident*
- 3 *unconfident*
- 4 *totally unconfident*

*b1267 Trustworthiness*

- 0 *totally trustworthy*
- 1 *trustworthy enough*
- 2 *not very trustworthy*
- 3 *untrustworthy*
- 4 *totally untrustworthy*

**b130 Energy and drive functions**

Competence to move towards satisfying specific needs and general goals in a persistent manner.

*b1300 Energy level*

Competence to adjust mental and physical effort to the required activity.

- 0 *full competence to adjust mental and physical effort to the required activity*
- 1 *enough competence to adjust mental and physical effort to the required activity*
- 2 *little competence to adjust mental and physical effort to the required activity*
- 3 *partial incompetence to adjust mental and physical effort to the required activity*
- 4 *total incompetence to adjust mental and physical effort to the required activity*

*b1301 Motivation to reach personal goals*

- 0 totally motivated*
- 1 motivated enough*
- 2 not very motivated*
- 3 unmotivated*
- 4 totally unmotivated*

*b1304 Impulse control*

- 0 full competence*
- 1 enough competence*
- 2 little competence*
- 3 partial incompetence*
- 4 total incompetence*

**b134 Sleep functions (CD)**

Medium quantity of the time spent in the state of sleep, competence to fall asleep and sustain the state of being asleep, sleep quality.

- 0 no difficulty*
- 1 mild difficulty*
- 2 moderate difficulty*
- 3 serious difficulty*
- 4 complete difficulty*

**b135 Respect for waking/sleeping cycle (NS)**

Level of respect for one's natural waking/sleeping cycle.

- 0 no difficulty*
- 1 mild difficulty*
- 2 moderate difficulty*
- 3 serious difficulty*
- 4 complete difficulty*

## ***Specific mental functions***

**b140 Attention functions**

Competence to focus on an external stimulus or internal experience for the required period of time.

*b1400 Maintaining attention*

Competence to focus on an external stimulus or one's emotional state.

- 0 full competence to maintain attention*
- 1 enough competence to maintain attention*
- 2 little competence to maintain attention*
- 3 partial incompetence to maintain attention*
- 4 total incompetence to maintain attention*

*b1401 Shifting attention*

Competence to focus attention on several stimuli, going from one to another (ex.: sustaining several conversations).

- 0 full competence to focus attention on different stimuli, going from one to another*
- 1 enough competence to focus attention on different stimuli, going from one to another*
- 2 little competence to focus attention on different stimuli, going from one to another*
- 3 partial incompetence to focus attention on different stimuli, going from one to another*
- 4 total incompetence to focus attention on different stimuli, going from one to another*

*b1402 Dividing attention*

Competence to focus attention on several stimuli at the same time (ex.: driving and talking at the same time).

- 0 full competence to divide attention on several stimuli*
- 1 enough competence to divide attention on several stimuli*
- 2 little competence to divide attention on several stimuli*
- 3 partial incompetence to divide attention on several stimuli*
- 4 total incompetence to divide attention on several stimuli*

*b1403 Sharing attention*

Competence to focus on the same stimulus by two or more people, such as a child and a caregiver both focusing on a toy (ex.: working in a team on an only object).

- 0 full competence to share attention*
- 1 enough competence to share attention*
- 2 little competence to share attention*
- 3 partial incompetence to share attention*
- 4 total incompetence to share attention*

**b144 Memory functions**

Competence to register and store information and to retrieve it as needed.

*b1440 Short-term memory*

Competence to register and store information and to retrieve it in short term.

- 0 full competence*
- 1 enough competence*
- 2 little competence*
- 3 partial incompetence*
- 4 total incompetence*

*b1441 Long-term memory*

Competence to register and store information and to retrieve it in long term.

- 0 full competence*
- 1 enough competence*
- 2 little competence*
- 3 partial incompetence*
- 4 total incompetence*

## **b147 Psychomotor functions**

Competence to control over both motor and psychological events at the body level.

### *b1470 Psychomotor control*

Competence to control physical reactions in response to one's inner tensions (ex. of related problems: avoiding excessive physical activities in situations of anxiety, such as toe-tapping, hand-wringing, etc.).

0 *full competence*

1 *enough competence*

2 *little competence*

3 *partial incompetence*

4 *total incompetence*

### *b1471 Quality of psychomotor functions*

Competence to produce coordinated movements suitable to the situations of daily experience (ex.: hand and eye coordination, or gait).

0 *full competence*

1 *enough competence*

2 *little competence*

3 *partial incompetence*

4 *total incompetence*

## **b152 Emotional functions**

Specific mental functions related to the feeling and affective components of the processes of the mind.

### *b1520 Appropriateness of emotion*

Competence to produce congruence of feeling or affect with the situation.

0 *full competence*

1 *enough competence*

2 *little competence*

3 *partial incompetence*

4 *total incompetence*

### *b1521 Regulation of emotion*

Competence to control the experience and display of affect.

0 *full competence*

1 *enough competence*

2 *little competence*

3 *partial incompetence*

4 *total incompetence*



## **b156 Perceptual functions**

Competence to recognize and interpret sensory stimuli.

### *b1560 Auditory perception*

Competence to recognize and interpret a sound.

0 *full competence*

1 *enough competence*

2 *little competence*

3 *partial incompetence*

4 *total incompetence*

### *b1561 Visual perception*

Competence to recognize and interpret an image.

0 *full competence*

1 *enough competence*

2 *little competence*

3 *partial incompetence*

4 *total incompetence*

### *b1562 Olfactory perception*

Competence to recognize and interpret a smell.

0 *full competence*

1 *enough competence*

2 *little competence*

3 *partial incompetence*

4 *total incompetence*

### *b1563 Gustatory perception*

Competence to recognize and interpret a taste.

0 *full competence*

1 *enough competence*

2 *little competence*

3 *partial incompetence*

4 *total incompetence*

### *b1564 Tactile perception*

Competence to recognize and interpret conformation, surface and temperature of an object.

0 *full competence*

1 *enough competence*

2 *little competence*

3 *partial incompetence*

4 *total incompetence*

*b1565 Visuospatial perception*

Competence to evaluate the position of the objects in the space.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

**b160 Thought functions**

Level of logic, coherence and control of thought.

*b1600 Rhythm of thought (speed)*

Level of the speed of the thinking process.

- 0 *no difficulty*
- 1 *mild difficulty*
- 2 *moderate difficulty*
- 3 *serious difficulty*
- 4 *complete difficulty*

*b1601 Form of thought (coherence and logic)*

Level of coherence and logic of thought (ex. of related problems: impairments of ideational perseveration, tangentiality and circumstantiality).

- 0 *no difficulty*
- 1 *mild difficulty*
- 2 *moderate difficulty*
- 3 *serious difficulty*
- 4 *complete difficulty*

*b1602 Content of thought*

Level of contact with reality (ex. of related problems: delusions, overvalued ideas and somatization).

- 0 *no difficulty*
- 1 *mild difficulty*
- 2 *moderate difficulty*
- 3 *serious difficulty*
- 4 *complete difficulty*

*b1603 Control of thought*

Level of volitional control of thinking (ex. of related problems: rumination, obsession, and thought insertion).

- 0 *no difficulty*
- 1 *mild difficulty*
- 2 *moderate difficulty*
- 3 *serious difficulty*
- 4 *complete difficulty*

## **b164 Higher-level cognitive functions**

Complex behaviours aimed at the goal, such as the competence to make a decision, abstract thinking, planning and realization of projects, mental flexibility and the ability to decide ways of acting appropriated to the circumstances; often called executive functions.

### *b1640 Abstraction*

Competence to produce an abstract thought.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

### *b1641 Organization and planning*

Competence to organize and plan.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

### *b1642 Time management*

Competence to order engagements in chronological sequence, allocating the amount of time required for each of them.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

### *b1643 Cognitive flexibility*

Competence to change one's strategy during the search for solutions to problems.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

### *b1646 Problem-solving*

Competence to adopt a method for the solution of a problem.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

## **b167 Mental functions of language**

Competence to recognize and use signs, symbols and other components of a language.

### *b1670 Reception of language*

Competence to comprehend messages in spoken, written or other forms (such as sign language).

0 *full competence*

1 *enough competence*

2 *little competence*

3 *partial incompetence*

4 *total incompetence*

### *b1671 Expression of language*

Competence to produce messages in spoken, written or other forms of language (such as sign language).

0 *full competence*

1 *enough competence*

2 *little competence*

3 *partial incompetence*

4 *total incompetence*

## **b172 Calculation functions**

Specific mental functions of determination, approximation and manipulation of mathematical symbols and processes.

### *b1720 Simple calculation*

Competence to perform simple calculations, such as addition, subtraction, multiplication and division.

0 *full competence*

1 *enough competence*

2 *little competence*

3 *partial incompetence*

4 *total incompetence*

### *b1721 Complex calculation*

Competence to translate the formulation of a problem into arithmetic procedures in order to solve it; ability to perform complex calculations.

0 *full competence*

1 *enough competence*

2 *little competence*

3 *partial incompetence*

4 *total incompetence*

## **b180 Experience of self and time functions**

### *b1800 Experience of self*

Level of awareness of one's identity and one's position in the reality of the environment around oneself.

- 0 no difficulty*
- 1 mild difficulty*
- 2 moderate difficulty*
- 3 serious difficulty*
- 4 complete difficulty*

### *b1801 Body image*

Level of adequateness of the awareness of one's body.

(Included: disabilities such as phantom limb and feeling too fat or too thin)

- 0 no difficulty*
- 1 mild difficulty*
- 2 moderate difficulty*
- 3 serious difficulty*
- 4 complete difficulty*

### *b1802 Experience of time*

Competence to adequately perceive the length and passage of time.

- 0 full competence*
- 1 enough competence*
- 2 little competence*
- 3 partial incompetence*
- 4 total incompetence*



## CHAPTER 2 – Sensory functions and pain

### *Seeing and related functions*

#### **b210 Seeing functions**

Competences related to sensing the presence of light and sensing the form, size, shape and colour of the visual stimuli.

##### *b2100 Visual acuity functions*

Competences related to the perception of shape and contour, both binocular and monocular, for both distant and near vision.

##### *b21000 Binocular acuity for distant vision*

Competence to perceive size, shape and colour, using both eyes, for objects far from the eye.

*0 full competence*

*1 enough competence*

*2 little competence*

*3 partial incompetence*

*4 total incompetence*

##### *b21001 Monocular acuity for distant vision*

Competence to perceive size, shape and colour, using only right eye or left eye, for objects far from the eye.

*0 full competence*

*1 enough competence*

*2 little competence*

*3 partial incompetence*

*4 total incompetence*

##### *b21002 Binocular acuity for near vision*

Competence to perceive size, shape and colour, using both eyes, for objects close to the eye.

*0 full competence*

*1 enough competence*

*2 little competence*

*3 partial incompetence*

*4 total incompetence*

##### *b21003 Monocular acuity for near vision*

Competence to perceive size, shape and colour, using only right eye or left eye, for objects close to the eye.

*0 full competence*

*1 enough competence*

*2 little competence*

*3 partial incompetence*

*4 total incompetence*

*b2101 Visual field functions*

Seeing functions related to the entire area that can be seen with fixation of gaze (ex. of related problems: presence of shadow zones, reduction of the visual field, etc.).

- 0 *no difficulty*
- 1 *mild difficulty*
- 2 *moderate difficulty*
- 3 *serious difficulty*
- 4 *complete difficulty*

*b2102 Quality of vision*

Seeing functions, colour vision, contrast sensitivity, quality of the perceived picture.

*b21020 Light sensitivity*

Level of light sensitivity (ex. of related problems: hyposensitivity or hypersensitivity to light).

- 0 *no difficulty*
- 1 *mild difficulty*
- 2 *moderate difficulty*
- 3 *serious difficulty*
- 4 *complete difficulty*

*b21021 Colour vision*

Competence to perceive colours.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

*b21022 Contrast sensitivity*

Competence to separate the figure from ground.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

*b21023 Visual picture quality*

Seeing functions related to the quality of the picture (ex. of related problems: filaments, distortion of the picture, flash).

- 0 *no difficulty*
- 1 *mild difficulty*
- 2 *moderate difficulty*
- 3 *serious difficulty*
- 4 *complete difficulty*



## *Hearing and vestibular functions*

### **b230 Hearing functions**

Sensory functions relating to sensing the presence of sounds and words and discriminating their location, pitch, loudness and quality.

#### *b2300 Sound detection*

Perception and localisation of sounds.

#### *b23000 Bilateral hearing sensitivity (NS)*

Level of hearing sensitivity, using both ears.

*0 no difficulty*

*1 mild difficulty*

*2 moderate difficulty*

*3 serious difficulty*

*4 complete difficulty*

#### *b23001 Unilateral hearing sensitivity (NS)*

Level of hearing sensitivity, using only one ear.

*0 no difficulty*

*1 mild difficulty*

*2 moderate difficulty*

*3 serious difficulty*

*4 complete difficulty*

#### *b2301 Sound discrimination*

Competence to discriminate loudness, pitch, quality.

*0 full competence*

*1 enough competence*

*2 little competence*

*3 partial incompetence*

*4 total incompetence*

#### *b2302 Localisation of sound source*

Competence to localise the direction of sound source.

*0 full competence*

*1 enough competence*

*2 little competence*

*3 partial incompetence*

*4 total incompetence*

#### *b2304 Speech discrimination*

Competence to distinguish sounds representing words.

*0 full competence*

*1 enough competence*

*2 little competence*

*3 partial incompetence*

*4 total incompetence*

## **b235 Vestibular functions**

Sensory functions related to position, balance and movement.

### *b2350 Vestibular function of position*

Competence to determine the position of the body.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

### *b2351 Vestibular function of balance*

Competence to maintain the balance of the body.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

### *b2352 Vestibular function of determination of movement*

Competence to determine movement of the body, including its direction and speed.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

## **b240 Sensations associated with hearing and vestibular functions**

Sensations of dizziness, falling, tinnitus and vertigo.

### *b2400 Ringing in ears*

- 0 *no problem*
- 1 *problem of little importance in daily life*
- 2 *problem of some importance in daily life*
- 3 *problem of strong importance in daily life*
- 4 *problem of impediment in daily life*

### *b2401 Dizziness*

- 0 *no problem*
- 1 *problem of little importance in daily life*
- 2 *problem of some importance in daily life*
- 3 *problem of strong importance in daily life*
- 4 *problem of impediment in daily life*

*b2402 Sensation of falling*

- 0 no problem*
- 1 problem of little importance in daily life*
- 2 problem of some importance in daily life*
- 3 problem of strong importance in daily life*
- 4 problem of impediment in daily life*

*b2403 Nausea associated with dizziness or vertigo*

- 0 no problem*
- 1 problem of little importance in daily life*
- 2 problem of some importance in daily life*
- 3 problem of strong importance in daily life*
- 4 problem of impediment in daily life*

## ***Additional sensory functions***

### **b279 Additional sensory functions related to sense organs**

Sensory functions relating to the ability of using touch, taste and smell.

- 0 no difficulty*
- 1 mild difficulty*
- 2 moderate difficulty*
- 3 serious difficulty*
- 4 complete difficulty*

## ***Pain***

### **b280 Sensation of pain**

Unpleasant feeling indicating potential or actual damage to some body structure.

*b2801 Pain in body part*

- 0 no problem*
- 1 problem of little importance in daily life*
- 2 problem of some importance in daily life*
- 3 problem of strong importance in daily life*
- 4 problem of impediment in daily life*

*b2802 Pain in multiple body parts*

- 0 no problem*
- 1 problem of little importance in daily life*
- 2 problem of some importance in daily life*
- 3 problem of strong importance in daily life*
- 4 problem of impediment in daily life*



## CHAPTER 3 – Voice and speech functions

### *Voice and speech functions*

#### **b310 Voice functions**

Competence to produce various sounds by the passage of air through the larynx.

##### *b3100 Production of voice*

Competence to produce sounds of any nature.

*0 full competence*

*1 enough competence*

*2 little competence*

*3 partial incompetence*

*4 total incompetence*

##### *b3101 Quality of voice*

Competence to produce sounds modulating tone, quality, dynamics and pitch.

*0 full competence*

*1 enough competence*

*2 little competence*

*3 partial incompetence*

*4 total incompetence*

#### **b320 Voice articulation functions**

Competence to produce of speech sounds (words).

*0 full competence*

*1 enough competence*

*2 little competence*

*3 partial incompetence*

*4 total incompetence*

#### **b330 Fluency and rhythm of speech functions**

Functions of the production, flow and tempo of speech.

##### *b3300 Fluency of speech*

Competence to emit words and sentences in a smooth and uninterrupted way.

*0 full competence*

*1 enough competence*

*2 little competence*

*3 partial incompetence*

*4 total incompetence*

*b3301 Rhythm of speech*

Competence to emit words and sentences with a natural, non-mechanical rhythm.

0 *full competence*

1 *enough competence*

2 *little competence*

3 *partial incompetence*

4 *total incompetence*

*b3303 Melody of speech*

Competence to emit words and sentences with natural, modulated and non-dull melodic variations.

0 *full competence*

1 *enough competence*

2 *little competence*

3 *partial incompetence*

4 *total incompetence*

**b340 Alternative vocalization functions**

Competence to produce other manners of vocalization.

*b3401 Making a range of sounds*

Competence to produce a variety of vocalizations, even non-corresponding to words.

0 *full competence*

1 *enough competence*

2 *little competence*

3 *partial incompetence*

4 *total incompetence*

## CHAPTER 4 – Functions of the cardiovascular, haematological, immunological and respiratory systems

### *Functions of the cardiovascular system*

#### **b410 Heart functions**

Functions of pumping the blood in adequate or required amounts and pressure throughout the body.

##### *b4100 Heart rate*

Functions related to the number of times the heart contracts every minute. (ex. of related problems: bradycardia or tachycardia).

- 0 no difficulty*
- 1 mild difficulty*
- 2 moderate difficulty*
- 3 serious difficulty*
- 4 complete difficulty*

##### *b4101 Heart rhythm*

Level of regularity of the beating of the heart (ex. of related problems: arrhythmia).

- 0 no difficulty*
- 1 mild difficulty*
- 2 moderate difficulty*
- 3 serious difficulty*
- 4 complete difficulty*

#### **b415 Blood vessel functions (CD)**

Functions of transporting blood throughout the body.

- 0 no difficulty*
- 1 mild difficulty*
- 2 moderate difficulty*
- 3 serious difficulty*
- 4 complete difficulty*

#### **b420 Blood pressure functions (CD)**

Functions of maintaining the pressure of blood within the arteries.

- 0 no difficulty*
- 1 mild difficulty*
- 2 moderate difficulty*
- 3 serious difficulty*
- 4 complete difficulty*

## ***Functions of the haematological and immunological systems***

### **b430 Haematological system functions (CD)**

Functions of blood production, oxygen and metabolite carriage, and clotting.

- 0 *no difficulty*
- 1 *mild difficulty*
- 2 *moderate difficulty*
- 3 *serious difficulty*
- 4 *complete difficulty*

### **b435 Immunological system functions (CD)**

Functions of the body related to protection against foreign substances, including infections, caused by specific and non-specific immune responses (ex. of related problems: allergic reactions, hypersensitivity reactions, autoimmunity).

- 0 *no difficulty*
- 1 *mild difficulty*
- 2 *moderate difficulty*
- 3 *serious difficulty*
- 4 *complete difficulty*

## ***Functions of the respiratory system***

### **b440 Respiration functions**

Functions of inhaling air into the lungs, the exchange of gases between air and blood, and exhaling air.

#### *b4400 Respiration rate*

Level of adequateness of the number of breaths taken per minute (ex. of related problems: tachypnea and bradypnea).

- 0 *no difficulty*
- 1 *mild difficulty*
- 2 *moderate difficulty*
- 3 *serious difficulty*
- 4 *complete difficulty*

#### *b4401 Respiration rhythm*

Level of periodicity and regularity of breathing (ex. of related problems: irregular breathing).

- 0 *no difficulty*
- 1 *mild difficulty*
- 2 *moderate difficulty*
- 3 *serious difficulty*
- 4 *complete difficulty*



*b4402 Depth of respiration*

Functions related to the volume of expansion of the lungs during breathing.

- 0 *no difficulty*
- 1 *mild difficulty*
- 2 *moderate difficulty*
- 3 *serious difficulty*
- 4 *complete difficulty*

## ***Additional functions***

### **b455 Exercise tolerance functions**

Respiratory and cardiovascular capacities required for enduring physical exertion.

*b4550 General physical endurance*

Competence of tolerance of physical exercise or stamina.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

*b4551 Aerobic capacity*

Level of physical exertion a person can exercise without getting out of breath.

- 0 *no difficulty*
- 1 *mild difficulty*
- 2 *moderate difficulty*
- 3 *serious difficulty*
- 4 *complete difficulty*

*b4552 Fatigability*

Level of fatigability, at any level of exertion.

- 0 *no difficulty*
- 1 *mild difficulty*
- 2 *moderate difficulty*
- 3 *serious difficulty*
- 4 *complete difficulty*



# CHAPTER 5 - Functions of the digestive, metabolic and endocrine systems

## *Functions related to the digestive system*

### **b510 Ingestion functions (CD)**

Functions related to taking in solids or liquids through the mouth into the body (ex.: chewing and swallowing).

- 0 *no difficulty*
- 1 *mild difficulty*
- 2 *moderate difficulty*
- 3 *serious difficulty*
- 4 *complete difficulty*

### **b515 Digestive functions (CD)**

Functions of transporting food through the gastrointestinal tract, breakdown of food and absorption of nutrients.

- 0 *no difficulty*
- 1 *mild difficulty*
- 2 *moderate difficulty*
- 3 *serious difficulty*
- 4 *complete difficulty*

### **b520 Assimilation functions**

Functions by which nutrients are converted into components of the living body.

- 0 *no difficulty*
- 1 *mild difficulty*
- 2 *moderate difficulty*
- 3 *serious difficulty*
- 4 *complete difficulty*

### **b525 Defecation functions (CD)**

Functions of elimination of wastes and undigested food, such as faeces, and related functions.

- 0 *no difficulty*
- 1 *mild difficulty*
- 2 *moderate difficulty*
- 3 *serious difficulty*
- 4 *complete difficulty*

### **b530 Weight maintenance functions**

Competence to maintain appropriate body weight.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

## ***Functions related to metabolism and the endocrine system***

### **b540 General metabolic functions (CD)**

Level of regulation of regulation of essential components of the body such as carbohydrates, proteins and fats, the conversion of one to another, and their breakdown into energy.

- 0 *no difficulty*
- 1 *mild difficulty*
- 2 *moderate difficulty*
- 3 *serious difficulty*
- 4 *complete difficulty*

### **b550 Thermoregulatory functions (CD)**

Functions of the regulation of body temperature.

- 0 *no difficulty*
- 1 *mild difficulty*
- 2 *moderate difficulty*
- 3 *serious difficulty*
- 4 *complete difficulty*

## CHAPTER 6 – Genitourinary functions

### *Urinary functions*

#### **b610 Urinary functions (CD)**

Functions of discharge of urine from the urinary bladder.

- 0 no difficulty*
- 1 mild difficulty*
- 2 moderate difficulty*
- 3 serious difficulty*
- 4 complete difficulty*



# CHAPTER 7 – Neuro-musculoskeletal and movement-related functions

## *Functions of the joints and bones*

### **b711 Detailed functions of the mobility of joint (NS)**

Functions of the range and ease of movement of a joint.

*b7110 Mobility of the joints of an upper limb (the problem involves a single limb) (NS)*

- 0 no difficulty*
- 1 mild difficulty*
- 2 moderate difficulty*
- 3 serious difficulty*
- 4 complete difficulty*

*b7111 Mobility of the joints of the dominant upper limb (the problem involves the right limb if one is right-handed, the left limb if one is left-handed) (NS)*

- 0 no difficulty*
- 1 mild difficulty*
- 2 moderate difficulty*
- 3 serious difficulty*
- 4 complete difficulty*

*b7112 Mobility of the joints of the upper limbs (the problem involves both the limbs) (NS)*

- 0 no difficulty*
- 1 mild difficulty*
- 2 moderate difficulty*
- 3 serious difficulty*
- 4 complete difficulty*

*b7113 Mobility of the joints of a lower limb (the problem involves a single limb) (NS)*

- 0 no difficulty*
- 1 mild difficulty*
- 2 moderate difficulty*
- 3 serious difficulty*
- 4 complete difficulty*

*b7114 Mobility of the joints of the lower limbs (the problem involves both the limbs) (NS)*

- 0 no difficulty*
- 1 mild difficulty*
- 2 moderate difficulty*
- 3 serious difficulty*
- 4 complete difficulty*

*b7115 Mobility of the neck joint (NS)*

- 0 no difficulty*
- 1 mild difficulty*
- 2 moderate difficulty*
- 3 serious difficulty*
- 4 complete difficulty*

*b7116 Mobility of the back joint (NS)*

- 0 no difficulty*
- 1 mild difficulty*
- 2 moderate difficulty*
- 3 serious difficulty*
- 4 complete difficulty*

*b7117 Mobility of the hip joint (NS)*

- 0 no difficulty*
- 1 mild difficulty*
- 2 moderate difficulty*
- 3 serious difficulty*
- 4 complete difficulty*

**b716 Detailed functions of the stability of joint (NS)**

Maintenance of the structural integrity of the joints.

*b7160 Stability of the joints in an upper limb (problem involves a single limb) (NS)*

- 0 no difficulty*
- 1 mild difficulty*
- 2 moderate difficulty*
- 3 serious difficulty*
- 4 complete difficulty*

*b7161 Stability of the joints of the dominant upper limb (the problem involves the right limb if one is right-handed, the left limb if one is left-handed) (NS)*

- 0 no difficulty*
- 1 mild difficulty*
- 2 moderate difficulty*
- 3 serious difficulty*
- 4 complete difficulty*

*b7162 Stability of the joints of the upper limbs (the problem involves both the limbs) (NS)*

- 0 no difficulty*
- 1 mild difficulty*
- 2 moderate difficulty*
- 3 serious difficulty*
- 4 complete difficulty*



*b7163 Stability of the joints of a lower limb (the problem involves a single limb) (NS)*

- 0 no difficulty*
- 1 mild difficulty*
- 2 moderate difficulty*
- 3 serious difficulty*
- 4 complete difficulty*

*b7164 Stability of the joints of the lower limbs (the problem involves both the limbs) (NS)*

- 0 no difficulty*
- 1 mild difficulty*
- 2 moderate difficulty*
- 3 serious difficulty*
- 4 complete difficulty*

*b7165 Stability of the neck joint (NS)*

- 0 no difficulty*
- 1 mild difficulty*
- 2 moderate difficulty*
- 3 serious difficulty*
- 4 complete difficulty*

*b7166 Stability of the back joint (NS)*

- 0 no difficulty*
- 1 mild difficulty*
- 2 moderate difficulty*
- 3 serious difficulty*
- 4 complete difficulty*

*b7167 Stability of the hip joint (NS)*

- 0 no difficulty*
- 1 mild difficulty*
- 2 moderate difficulty*
- 3 serious difficulty*
- 4 complete difficulty*

## **Muscle functions**

### **b730 Muscle power functions**

Force generated by the contraction of a muscle or muscle groups.

*b7300 Power of isolated muscles and muscle groups (the problem involves a single muscle or several associated ones, but doesn't compromise the working of a whole part of the body)*

- 0 no difficulty*
- 1 mild difficulty*
- 2 moderate difficulty*
- 3 serious difficulty*
- 4 complete difficulty*

*b7301 Power of muscles of one limb (the problem involves one or more muscles of a limb, and compromises its working)*

- 0 no difficulty
- 1 mild difficulty
- 2 moderate difficulty
- 3 serious difficulty
- 4 complete difficulty

*b7302 Power of muscles of one side of the body (included hemiparesis)*

- 0 no difficulty
- 1 mild difficulty
- 2 moderate difficulty
- 3 serious difficulty
- 4 complete difficulty

*b7303 Power of muscles in lower half of the body (included paraplegia)*

- 0 no difficulty
- 1 mild difficulty
- 2 moderate difficulty
- 3 serious difficulty
- 4 complete difficulty

*b7304 Power of muscles of all limbs (included tetraparesis and tetraplegia)*

- 0 no difficulty
- 1 mild difficulty
- 2 moderate difficulty
- 3 serious difficulty
- 4 complete difficulty

*b7305 Power of muscles of trunk (the problem involves one or more muscles of trunk, and compromises its activity)*

- 0 no difficulty
- 1 mild difficulty
- 2 moderate difficulty
- 3 serious difficulty
- 4 complete difficulty

### **b735 Muscle tone functions**

Level of tension present in the resting muscles and of resistance offered when trying to move the muscles passively.

*b7350 Tone of isolated muscles and muscle groups (the problem involves a single muscle or several associated ones, but doesn't compromise the working of a whole part of the body)*

- 0 no difficulty
- 1 mild difficulty
- 2 moderate difficulty
- 3 serious difficulty
- 4 complete difficulty

*b7351 Tone of muscles of one limb (the problem involves one or more muscles of a limb, and compromises its working)*

- 0 no difficulty*
- 1 mild difficulty*
- 2 moderate difficulty*
- 3 serious difficulty*
- 4 complete difficulty*

*b7352 Tone of muscles of one side of the body (included hemiparesis)*

- 0 no difficulty*
- 1 mild difficulty*
- 2 moderate difficulty*
- 3 serious difficulty*
- 4 complete difficulty*

*b7353 Tone of muscles of lower half of the body (included paraplegia)*

- 0 no difficulty*
- 1 mild difficulty*
- 2 moderate difficulty*
- 3 serious difficulty*
- 4 complete difficulty*

*b7354 Tone of muscles of all limbs (included tetraparesis and tetraplegia)*

- 0 no difficulty*
- 1 mild difficulty*
- 2 moderate difficulty*
- 3 serious difficulty*
- 4 complete difficulty*

*b7355 Tone of muscles of trunk (the problem involves one or more muscles of trunk, and compromises its working)*

- 0 no difficulty*
- 1 mild difficulty*
- 2 moderate difficulty*
- 3 serious difficulty*
- 4 complete difficulty*

#### **b740 Muscle endurance functions**

Level of muscles endurance (sustaining muscle contraction for the required period of time).

*b7400 Endurance of isolated muscles (the problem involves a single muscle)*

- 0 no difficulty*
- 1 mild difficulty*
- 2 moderate difficulty*
- 3 serious difficulty*
- 4 complete difficulty*

*b7401 Endurance of muscle groups (the problem involves several muscles)*

- 0 no difficulty*
- 1 mild difficulty*
- 2 moderate difficulty*
- 3 serious difficulty*
- 4 complete difficulty*

*b7402 Endurance of all muscles of the body (generalized problem)*

- 0 no difficulty*
- 1 mild difficulty*
- 2 moderate difficulty*
- 3 serious difficulty*
- 4 complete difficulty*

## ***Movement functions***

### **b750 Funzioni del riflesso motorio (CD)**

Functions of involuntary contraction of muscles automatically induced by specific stimuli (involuntary reflexes).

- 0 no difficulty*
- 1 mild difficulty*
- 2 moderate difficulty*
- 3 serious difficulty*
- 4 complete difficulty*

### **b760 Control of voluntary movement functions**

Competence to control and coordinate voluntary movements.

*b7600 Control of simple voluntary movements*

Competence to control movements that are not necessarily functional, i.e. aimed at a specific purpose, such as the bending and the stretching of a limb.

- 0 full competence*
- 1 enough competence*
- 2 little competence*
- 3 partial incompetence*
- 4 total incompetence*

*b7601 Control of complex voluntary movements*

Competence to carry out movements aiming at a purpose, such as standing up, sitting down, stretching out.

- 0 full competence*
- 1 enough competence*
- 2 little competence*
- 3 partial incompetence*
- 4 total incompetence*

*b7602 Coordination of voluntary movements*

Competence to carry out a coordinated sequence of complex voluntary movements, such as walking, picking up, catching, drinking from a glass.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

*b7603 Supportive functions of arm and leg*

Competence to place oneself on the arms or on the legs, keeping one's position and balance.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

**b765 Involuntary movement functions**

Functions of the involuntary unintentional contractions of muscles or of a group of muscles.

*b7650 Involuntary contractions of muscles*

Presence of involuntary, quick, irregular and non-purposive movements.

- 0 *no problem*
- 1 *problem of little importance in daily life*
- 2 *problem of some importance in daily life*
- 3 *problem of strong importance in daily life*
- 4 *problem of impediment in daily life*

*b7651 Tremor*

- 0 *no problem*
- 1 *problem of little importance in daily life*
- 2 *problem of some importance in daily life*
- 3 *problem of strong importance in daily life*
- 4 *problem of impediment in daily life*

*b7652 Tics e mannerisms*

- 0 *no problem*
- 1 *problem of little importance in daily life*
- 2 *problem of some importance in daily life*
- 3 *problem of strong importance in daily life*
- 4 *problem of impediment in daily life*

*b7653 Stereotypes*

- 0 *no problem*
- 1 *problem of little importance in daily life*
- 2 *problem of some importance in daily life*
- 3 *problem of strong importance in daily life*
- 4 *problem of impediment in daily life*

## **b780 Sensations related to muscles and movement functions**

Sensations associated with the muscles or muscles groups of the body and their movement.

*b7800 Sensation of stiffness of muscles (persistent contraction that prevents the normal working of the muscle)*

- 0 no problem*
- 1 problem of little importance in daily life*
- 2 problem of some importance in daily life*
- 3 problem of strong importance in daily life*
- 4 problem of impediment in daily life*

*b7801 Sensation of muscle spasm (sudden contraction of the muscle)*

- 0 no problem*
- 1 problem of little importance in daily life*
- 2 problem of some importance in daily life*
- 3 problem of strong importance in daily life*
- 4 problem of impediment in daily life*

## CHAPTER 8 - Functions of the skin and related structures

### *Functions of the skin*

#### **b810 Protective functions of the skin**

Functions of the skin for protecting the body from physical, chemical and biological threats (the skin is able to protect from the sun and other physical and chemical agents; the pigmentation is normal; there are no ulcers).

- 0 *full competence of the skin to protect the body*
- 1 *enough competence of the skin to protect the body*
- 2 *little competence of the skin to protect the body*
- 3 *partial incompetence of the skin to protect the body*
- 4 *total incompetence of the skin to protect the body*

#### **b820 Repair functions of the skin**

Functions of the skin for repairing breaks or other damage (ability of the skin to heal).

- 0 *full competence of the skin to repair*
- 1 *enough competence of the skin to repair*
- 2 *little competence of the skin to repair*
- 3 *partial incompetence of the skin to repair*
- 4 *total incompetence of the skin to repair*

#### **b830 Other functions of the skin**

Functions of the skin other than protection and repair, such as sweat secretion.

- 0 *no difficulty*
- 1 *mild difficulty*
- 2 *moderate difficulty*
- 3 *serious difficulty*
- 4 *complete difficulty*

#### **b840 Sensation related to the skin**

Sensations related to the skin such as itching, burning sensation and tingling.

- 0 *no problem*
- 1 *problem of little importance in daily life*
- 2 *problem of some importance in daily life*
- 3 *problem of strong importance in daily life*
- 4 *problem of impediment in daily life*





## (d) ACTIVITY AND PARTICIPATION

**Performance Qualifier:** is a particular Generic Qualifier, describing what an individual does in his or her current environment, **using assistive devices whenever the individual actually uses them to perform actions or tasks.**

- 0 no difficulty
- 1 mild difficulty
- 2 medium difficulty
- 3 serious difficulty
- 4 complete difficulty
- 8 not specified (the user doesn't fill in the blank)



## CHAPTER 1 – Learning and applying knowledge

### *Purposeful sensory experiences*

#### **d110 Watching**

If there are problems relating to sight (question b210 and following), don't answer this question.  
Competence to use the sense of seeing intentionally to experience visual stimuli (capability of decoding what one sees).

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

#### **d115 Listening**

If there are problems with hearing (question b230 and following), don't answer this question.  
Competence to use the sense of hearing intentionally to experience auditory stimuli (capability of decoding what one hears).

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

#### **d120 Other purposeful sensing**

Competence to use sense organs intentionally to experience stimuli (capability of decoding what one touches, smells and tastes).

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

## ***Basic learning***

### **d155 Acquiring skills (CD)**

Competence and processes leading to the acquisition of simple or complex skills, such as playing chess, manipulating tools, using the computer, and so on.

- 0 full competence*
- 1 enough competence*
- 2 little competence*
- 3 partial incompetence*
- 4 total incompetence*

## ***Applying knowledge***

### **d160 Focusing attention**

Competence to complete a task, focusing attention for the necessary time.

- 0 full competence*
- 1 enough competence*
- 2 little competence*
- 3 partial incompetence*
- 4 total incompetence*

### **d163 Thinking**

Competence to formulate and manipulate ideas, concepts and images, either alone or with others.

- 0 full competence*
- 1 enough competence*
- 2 little competence*
- 3 partial incompetence*
- 4 total incompetence*

### **d166 Reading**

Competence to obtain information through reading (included Braille, if necessary).

- 0 full competence*
- 1 enough competence*
- 2 little competence*
- 3 partial incompetence*
- 4 total incompetence*

### **d170 Writing**

Competence to conveying information through writing (included Braille, if necessary).

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

### **d172 Calculating**

Competence to perform computations, in order to solve problems and subsequently producing or displaying the results.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

### **d175 Solving problems (CD)**

Competence to find solutions to problems or situations by identifying and analysing issues, developing options and solutions, evaluating potential effects of solutions and executing the chosen one.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

### **d177 Making decisions**

Competence to make a choice among options, implement the decision and evaluate its effects.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*



## CHAPTER 2 – General tasks and demands

### *General tasks and demands*

#### **d210 Undertaking a task**

Competence to organize the actions related to the execution of a given task.

##### *d2100 Undertaking a simple task*

- 0 full competence*
- 1 enough competence*
- 2 little competence*
- 3 partial incompetence*
- 4 total incompetence*

##### *d2101 Undertaking a complex task*

- 0 full competence*
- 1 enough competence*
- 2 little competence*
- 3 partial incompetence*
- 4 total incompetence*

##### *d2102 Undertaking a task independently*

- 0 full competence*
- 1 enough competence*
- 2 little competence*
- 3 partial incompetence*
- 4 total incompetence*

##### *d2103 Undertaking a task in a group*

- 0 full competence*
- 1 enough competence*
- 2 little competence*
- 3 partial incompetence*
- 4 total incompetence*

#### **d230 Carrying out daily routine (CD)**

Competence to carry out simple or complex and coordinated actions to plan, manage and complete the requirements of day-to-day procedures or duties.

- 0 full competence*
- 1 enough competence*
- 2 little competence*
- 3 partial incompetence*
- 4 total incompetence*

**d240 Handling stress and other psychological demands (CD)**

Competence to manage and control one's stress, due to the need to carry out tasks demanding significant responsibilities, distractions and crises.

*0 full competence*

*1 enough competence*

*2 little competence*

*3 partial incompetence*

*4 total incompetence*



## CHAPTER 3 - Communicating

### *Communicating - Receiving*

#### **d310 Communicating: receiving spoken messages**

Competence to comprehend literal and implied meanings of messages in spoken language.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

#### **d315 Communicating: receiving nonverbal messages**

Competence to comprehend literal and implied meanings of messages conveyed by gestures, symbols and drawings.

##### *d3150 Communicating: receiving messages through body gestures*

Competence to comprehend the meaning conveyed by facial expressions, hand movements or signs, body postures and other forms of body language.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

##### *d3151 Communicating: receiving messages through general signs and symbols*

Competence to comprehend the meaning represented by public signs and symbols, such as traffic signs, warning symbols, musical or scientific notations and icons.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

##### *d3152 Communicating: receiving messages through drawings and photographs*

Competence to comprehend the meaning represented by drawings, graphs, charts and photographs.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

*d3153 Communicating: receiving messages through lipreading (NS)*

Competence to comprehend the pronounced words through lipreading.

0 *full competence*

1 *enough competence*

2 *little competence*

3 *partial incompetence*

4 *total incompetence*

**d320 Communicating: receiving messages through formal sign language**

Competence to receive and comprehend messages in formal sign language with literal and implied meaning.

0 *full competence*

1 *enough competence*

2 *little competence*

3 *partial incompetence*

4 *total incompetence*

**d325 Communicating: receiving written messages**

Competence to comprehend the literal and implied meanings of messages that are conveyed through written language (including Braille, if necessary).

0 *full competence*

1 *enough competence*

2 *little competence*

3 *partial incompetence*

4 *total incompetence*

**d329 Communicating: receiving other kinds of messages**

*d3291 Communicating: receiving messages through an iconic language (such as Bliss) (NS)*

Competence to comprehend the meaning conveyed through an iconic language (such as Bliss).

0 *full competence*

1 *enough competence*

2 *little competence*

3 *partial incompetence*

4 *total incompetence*

## **Communicating - Producing**

### **d330 Speaking**

Competence to produce words, phrases and longer passages in spoken messages with literal and implied meaning.

0 *full competence*

1 *enough competence*

2 *little competence*

3 *partial incompetence*

4 *total incompetence*

### **d335 Producing nonverbal messages**

Competence to use signs, symbols and drawings to convey messages.

#### *d3350 Producing body language*

Competence to convey meaning by movements of the body.

0 *full competence*

1 *enough competence*

2 *little competence*

3 *partial incompetence*

4 *total incompetence*

#### *d3351 Producing signs and symbols*

Competence to convey meaning by using signs and symbols (icons, scientific symbols) and symbolic notation systems.

0 *full competence*

1 *enough competence*

2 *little competence*

3 *partial incompetence*

4 *total incompetence*

#### *d3352 Producing drawings and photographs*

Competence to convey meaning by drawing, painting, sketching and making diagrams, pictures or photographs.

0 *full competence*

1 *enough competence*

2 *little competence*

3 *partial incompetence*

4 *total incompetence*

### **d340 Producing messages in formal sign language**

Competence to convey meaning with formal sign language.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

### **d345 Writing messages**

Competence to produce a message through written language.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

### **d349 Communicating: producing other kinds of messages**

*d3491 Communicating: producing messages through iconic (such as Bliss) (NS)*

Producing messages through iconic language (such as Bliss).

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

## ***Conversation and use of communication devices and techniques***

### **d350 Conversation**

Competence to start, sustain and end an interchange of thoughts and ideas, carried out by means of spoken, written, sign or other forms of language, with one or more people one knows or who are strangers, in formal or casual settings.

*d3500 Starting a conversation*

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

*d3501 Sustaining a conversation*

- 0 full competence*
- 1 enough competence*
- 2 little competence*
- 3 partial incompetence*
- 4 total incompetence*

*d3502 Ending a conversation*

- 0 full competence*
- 1 enough competence*
- 2 little competence*
- 3 partial incompetence*
- 4 total incompetence*

*d3503 Conversing with one person*

- 0 full competence*
- 1 enough competence*
- 2 little competence*
- 3 partial incompetence*
- 4 total incompetence*

*d3504 Conversing with many people*

- 0 full competence*
- 1 enough competence*
- 2 little competence*
- 3 partial incompetence*
- 4 total incompetence*

**d355 Discussion**

Competence to start, sustain and end an examination of a matter, providing arguments for or against, or debate carried out by means of spoken, written, sign or other forms of language, with one or more people one knows or who are strangers, in formal or causal settings.

*d3550 Discussion with one person*

- 0 full competence*
- 1 enough competence*
- 2 little competence*
- 3 partial incompetence*
- 4 total incompetence*

*d3554 Discussion with many people*

- 0 full competence*
- 1 enough competence*
- 2 little competence*
- 3 partial incompetence*
- 4 total incompetence*

### **d360 Using communication devices and techniques**

#### *d3600 Using communication devices*

Competence to use telephones or other machines, such as facsimile or telex machines, as a means of communication.

*0 full competence*

*1 enough competence*

*2 little competence*

*3 partial incompetence*

*4 total incompetence*

## CHAPTER 4 - Mobility

### *Changing and maintaining body position*

#### **d410 Changing basic body position**

Competence to get into and out of a body position, modifying one's bodily attitude.

##### *d4100 Lying down*

- 0 full competence*
- 1 enough competence*
- 2 little competence*
- 3 partial incompetence*
- 4 total incompetence*

##### *d4103 Sitting*

- 0 full competence*
- 1 enough competence*
- 2 little competence*
- 3 partial incompetence*
- 4 total incompetence*

##### *d4104 Standing*

- 0 full competence*
- 1 enough competence*
- 2 little competence*
- 3 partial incompetence*
- 4 total incompetence*

##### *d4105 Bending*

- 0 full competence*
- 1 enough competence*
- 2 little competence*
- 3 partial incompetence*
- 4 total incompetence*

##### *d4106 Shifting the body's centre of gravity*

- 0 full competence*
- 1 enough competence*
- 2 little competence*
- 3 partial incompetence*
- 4 total incompetence*

### **d415 Maintaining a body position**

Competence to stay in the same body position as required.

*d4150 Maintaining a lying position*

- 0 full competence*
- 1 enough competence*
- 2 little competence*
- 3 partial incompetence*
- 4 total incompetence*

*d4153 Maintaining a sitting position*

- 0 full competence*
- 1 enough competence*
- 2 little competence*
- 3 partial incompetence*
- 4 total incompetence*

*d4154 Maintaining a standing position*

- 0 full competence*
- 1 enough competence*
- 2 little competence*
- 3 partial incompetence*
- 4 total incompetence*

### **d420 Transferring oneself (CD)**

Competence to move from a sitting position on one seat to another seat (ex.: from a wheelchair to a car seat); or moving from one lying position to another (ex.: moving from one bed to another).

- 0 full competence*
- 1 enough competence*
- 2 little competence*
- 3 partial incompetence*
- 4 total incompetence*

## ***Carrying, moving and handling objects***

### **d430 Lifting and carrying objects (CD)**

Competence to raise up an object or taking something from one place to another, with hands.

- 0 full competence*
- 1 enough competence*
- 2 little competence*
- 3 partial incompetence*
- 4 total incompetence*



### **d435 Moving objects with lower extremities (CD)**

Competence to perform coordinate actions aimed at moving an object, by using the legs and feet.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

### **d440 Fine hand use (CD)**

Competence to perform coordinate actions of handling objects, picking up, manipulating and releasing them using one's hand, fingers and thumb.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

### **d445 Hand and arm use (CD)**

Competence to perform the coordinate actions required to move objects or to manipulate them, by using hands and arms.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

## ***Walking and moving***

### **d450 Walking**

#### *d4500 Walking short distances*

Competence to walk for less than a kilometre.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

#### *d4501 Walking long distances*

Competence to walk for more than a kilometre.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

*d4502 Walking on different surfaces*

Competence to walk on sloping, uneven surfaces (ex.: grass, gravel, ice) or moving surfaces (ex.: aboard a ship, train or other vehicle, or escalators and tapis roulant).

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

*d4503 Walking around obstacles*

Competence to walk in ways required to avoid moving and immobile objects, people, animals and vehicles.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

**d455 Moving around**

Moving from one place to another in different ways.

*d4551 Going up and climbing*

Competence to go up different kinds of stairs and climb up little obstacles.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

*d4552 Running*

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

*d4553 Jumping*

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

## **d460 Moving around in different locations**

### *d4600 Moving around within the home*

Competence to walk and move around in one's home, within a room, between rooms and around the whole residence or living area.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

### *d4601 Moving around within buildings other than home*

Competence to walk and move around within buildings other than one's residence.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

### *d4602 Moving around outside*

Walking and moving around outside without the use of transportation.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

## **d465 Moving around using equipment**

If equipment is not used, don't answer this question.

Competence to move from one place to another, on any surface, by using specific devices designed to facilitate moving (wheelchairs, walkers, stairlifts, etc.).

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

## ***Moving around using transportation***

### **d470 Using transportation**

Using transportation to move around as a passenger.

*d4701 Using private motorized transportation*

- 0 no difficulty*
- 1 mild difficulty*
- 2 medium difficulty*
- 3 serious difficulty*
- 4 complete difficulty*

*d4702 Using public motorized transportation*

- 0 no difficulty*
- 1 mild difficulty*
- 2 medium difficulty*
- 3 serious difficulty*
- 4 complete difficulty*

### **d475 Driving (CD)**

Competence to control a vehicle, such as a bicycle, a motorbike, a car or a boat, travelling under one's own direction.

- 0 full competence*
- 1 enough competence*
- 2 little competence*
- 3 partial incompetence*
- 4 total incompetence*

## CHAPTER 5 – Self-care

### *Self-care*

#### **d510 Washing oneself (CD)**

Competence to wash and dry one's whole body, using water and appropriate materials.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

#### **d520 Caring for body parts (CD)**

Competence to look after those parts of the body, like skin, face, teeth, scalp, nails and genitals, that require more than washing and drying (ex.: dressings, mobilization, minor cosmetic surgery, etc.).

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

#### **d530 Toileting (CD)**

Competence to respond to bodily needs in a suitable way.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

#### **d540 Dressing (CD)**

Competence to dress in keeping with climatic and social conditions.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

**d550 Eating**

Competence to eat in an appropriate way, in keeping with social context.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

**d560 Drinking**

Competence to drink in a suitable way, in keeping with social context.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

**d570 Looking after one's health (CD)**

Competence to ensure health and physical and mental well-being.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

## CHAPTER 7 – Interpersonal interactions and relationships

### *General interpersonal interactions*

#### **d710 Basic interpersonal interactions**

Competence to interact with people in a contextually and socially appropriate manner, showing consideration and esteem when appropriate, and responding to the feelings of others.

##### *d7100 Respect and warmth in relationships*

- 0 totally respectful and warm*
- 1 respectful and warm enough*
- 2 not very respectful and warm*
- 3 disrespectful and rude*
- 4 totally disrespectful and rude*

##### *d7101 Appreciation in relationships*

- 0 totally able to assign a fair value to people*
- 1 sufficiently able to assign a fair value to people*
- 2 not very able to assign a fair value to people*
- 3 not able to assign a fair value to people*
- 4 totally not able to assign a fair value to people*

##### *d7102 Tolerance in relationships*

- 0 totally tolerant*
- 1 tolerant enough*
- 2 not very tolerant*
- 3 intolerant*
- 4 totally intolerant*

##### *d7103 Criticism in relationships*

- 0 totally able to set suitably critical in relationships*
- 1 sufficiently able to set suitably critical in relationships*
- 2 not very able to set suitably critical in relationships*
- 3 not able to set suitably critical in relationships*
- 4 totally not able at all to set suitably critical in relationships*

##### *d7105 Physical contact in relationships*

- 0 totally able to maintain a fair physical contact in relationships*
- 1 sufficiently able to maintain a fair physical contact in relationships*
- 2 not very able to maintain a fair physical contact in relationships*
- 3 not able to maintain a fair physical contact in relationships*
- 4 totally not able at all to maintain a fair physical contact in relationships*

## **d720 Complex interpersonal interactions**

Competence to interact with other people, in a contextually and socially appropriate manner, regulating emotions and impulses, controlling verbal and physical aggression. Competence to act independently in social interactions, and acting in accordance with social rules and conventions.

### *d7200 Forming relationships*

Competence to begin and maintain interactions with other people for a short or long period of time, in a contextually and socially appropriate manner.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

### *d7201 Terminating relationships*

Competence to bring interactions to a close in a contextually and socially appropriate manner.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

### *d7202 Regulating behaviours within interactions*

Regulating emotions and impulses, verbal and physical aggression in interactions with others, in a contextually and socially appropriate manner.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

### *d7203 Interacting according to social rules*

Competence to act independently in social interactions and complying with social conventions governing one's role, position or other social status in interactions with others.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

### *d7204 Maintaining social space*

Competence to maintain a distance between oneself and others that is socially and culturally appropriate (ex.: the relationship between student and professor).

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*



## ***Particular interpersonal relationships***

### **d730 Relating with strangers**

Competence to engage in temporary contacts and links with strangers for specific purposes (such as asking for directions or making a purchase).

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

### **d740 Formal relationships**

Competence to create and maintain specific relationships in formal settings, such as with employers, professionals or service providers.

*d7400 Relating with people having authority towards oneself*

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

*d7401 Relating with subordinates*

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

*d7402 Relating with equals*

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

### **d750 Informal social relationships (CD)**

Entering into relationships with others in informal settings, such as with friends, neighbours, acquaintances, co-inhabitants and peers.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*



## CHAPTER 8 – Major life areas

### *Education*

#### **d810 Informal education**

Competence to learn in everyday life.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

#### **d820 School education**

Competence to learn at compulsory school.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

#### **d830 Higher education**

Competence to learn at high school and university.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

### *Work and employment*

#### **d840 Apprenticeship**

Competence to engage in programmes related to preparation for employment (apprenticeships, internships).

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

## **d845 Acquiring, keeping and terminating a job**

### *d8450 Seeking employment*

Competence to look for a job, performing the required tasks to get hired, such as showing up at the place of employment or participating in a job interview.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

### *d8451 Maintaining a job*

Competence to performing job-related tasks to keep an occupation, and obtaining promotion and other advancements in employment.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

### *d8452 Terminating a job*

Competence to leave or quit a job in the appropriate manner.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

## **d850 Remunerative employment**

### *d8500 Self-employment*

Difficulty in accepting a self-employment.

- 0 *no difficulty*
- 1 *mild difficulty*
- 2 *moderate difficulty*
- 3 *serious difficulty*
- 4 *complete difficulty*

### *d8501 Part-time employment*

Difficulty in accepting a part-time employment.

- 0 *no difficulty*
- 1 *mild difficulty*
- 2 *moderate difficulty*
- 3 *serious difficulty*
- 4 *complete difficulty*

*d8502 Full-time employment*

Difficulty in accepting a full-time employment.

- 0 *no difficulty*
- 1 *mild difficulty*
- 2 *moderate difficulty*
- 3 *serious difficulty*
- 4 *complete difficulty*

**d855 Non-remunerative employment**

Difficulty in accepting a non-remunerative employment.

- 0 *no difficulty*
- 1 *mild difficulty*
- 2 *moderate difficulty*
- 3 *serious difficulty*
- 4 *complete difficulty*

***Economic life***

**d860 Basic economic transactions**

Competence to engage in any form of simple economic transaction (purchase).

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

**d865 Complex economic transactions**

Competence to engage in any form of complex economic transaction that involves the exchange of capital or property and the creation of profit or economic value.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

**d870 Economic self-sufficiency (CD)**

Competence to manage one's economic sources in order to ensure economic security for present and future needs.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*



## CHAPTER 9 – Community, social and civil life

### *Community, social and civil life*

#### **d910 Community life**

##### *d9100 Informal associations*

Engaging in social or community associations organized by people with common interests.

- 0 *no difficulty*
- 1 *mild difficulty*
- 2 *moderate difficulty*
- 3 *serious difficulty*
- 4 *complete difficulty*

##### *d9101 Formal associations*

Engaging in professional organizations or other groups requiring formal entry.

- 0 *no difficulty*
- 1 *mild difficulty*
- 2 *moderate difficulty*
- 3 *serious difficulty*
- 4 *complete difficulty*

#### **d920 Recreation and leisure**

Engaging in any form of play or recreational activity during leisure and for one's well-being.

##### *d9200 Play*

- 0 *no difficulty*
- 1 *mild difficulty*
- 2 *moderate difficulty*
- 3 *serious difficulty*
- 4 *complete difficulty*

##### *d9201 Sports*

- 0 *no difficulty*
- 1 *mild difficulty*
- 2 *moderate difficulty*
- 3 *serious difficulty*
- 4 *complete difficulty*

##### *d9202 Arts and culture*

- 0 *no difficulty*
- 1 *mild difficulty*
- 2 *moderate difficulty*
- 3 *serious difficulty*
- 4 *complete difficulty*

*d9203 Crafts*

- 0 no difficulty*
- 1 mild difficulty*
- 2 moderate difficulty*
- 3 serious difficulty*
- 4 complete difficulty*

*d9204 Hobbies*

- 0 no difficulty*
- 1 mild difficulty*
- 2 moderate difficulty*
- 3 serious difficulty*
- 4 complete difficulty*

*d9205 Socializing*

Taking part in recreative activities with others.

- 0 no difficulty*
- 1 mild difficulty*
- 2 moderate difficulty*
- 3 serious difficulty*
- 4 complete difficulty*

**d950 Political life and citizenship**

Engaging in the social, political and governmental life of a citizen.

- 0 no difficulty*
- 1 mild difficulty*
- 2 moderate difficulty*
- 3 serious difficulty*
- 4 complete difficulty*



## (t) INFORMATION TOOLS

Competence to interact with information systems, through compensating aids if needed.

All of this section is an extent of the ICF standard (NS).

**Generic Qualifier:** indicates the extent or the gravity of a disability in interacting with information tools.

- 0 no disability
- 1 mild disability
- 2 medium disability
- 3 serious disability
- 4 complete disability
- 8 not specified (the user doesn't fill in the blank)



## CHAPTER 1 – Acting on the system interface

### *Using the keyboard*

#### **t110 Typing**

*t1100 Using an input device based on a single key*

If the device is not necessary, don't answer this question.

Competence to use an input device based on a single key (ex.: switch button).

0 *full competence*

1 *enough competence*

2 *little competence*

3 *partial incompetence*

4 *total incompetence*

*t1101 Using a keyboard*

Competence to use a keyboard.

0 *full competence*

1 *enough competence*

2 *little competence*

3 *partial incompetence*

4 *total incompetence*

*t1102 Keeping the key pressed for a specified interval of time*

Competence to keep the key pressed for a specified interval of time.

0 *full competence*

1 *enough competence*

2 *little competence*

3 *partial incompetence*

4 *total incompetence*

*t1103 Pushing several keys at the same time*

Competence to push several keys at the same time (ex.: in order to reach capital letters on a keyboard).

0 *full competence*

1 *enough competence*

2 *little competence*

3 *partial incompetence*

4 *total incompetence*

### **t111 Using a chording keyboard**

If the device is not necessary, don't answer this question.

Competence to use a chording keyboard. The chording keyboard is a keyboard with a small number of keys that allows to type just by the pressure of fingers, without needing to move the hands or the arm. The keyboard permits to press several keys at the same time, thus allowing to insert a high number of instructions.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

### **t112 Using a reduced keyboard**

If the device is not necessary, don't answer this question.

Competence to use a small-sized keyboard, in order to reduce the size of the movements required to the user.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

### **t113 Using a keypad**

If the device is not necessary, don't answer this question.

Competence to use a keypad. A keypad is an input device provided with a set of programmable keys.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

### **t114 Using a virtual keyboard**

Competence to use a keyboard drawn on a monitor.

*t1140 "Pushing" virtual keys on the monitor*

Competence to make 'tap' on the virtual keyboard.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

*t1141 "Pushing" virtual keys using pointing devices*

Competence to select virtual keys using devices such as mouse, joystick, trackball, buttons, etc.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

*t1142 Using a scanning keyboard*

If the device is not necessary, don't answer this question.

Competence to use a scanning keyboard using an appropriate input device (ex.: switch button, sensor breath, etc.).

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

## **Using device of pointing**

### **t120 Moving a pointer**

Competence to control the movements of a pointer on the screen.

*t1200 Through precise movements of hand (ex.: mouse)*

Competence to move a mouse with precision.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

*t1201 Through imprecise movements of hand (ex.: joystick)*

If the device is not necessary, don't answer this question.

Competence to move a joystick.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

*t1202 Exercising a pressure (ex.: buttons)*

If the device is not necessary, don't answer this question.

Competence to control the pointer by means of a physical device that uses buttons.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

*t1203 Using a special method of interaction*

If the device is not necessary, don't answer this question.

Competence to control the pointer by means of a special device. For example, moving the pointer with the head by using an optical lay-out system.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

**t121 Making click**

Competence to make a click with the pointer.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

**t122 Making double click**

Competence to make a double click with the pointer.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

**t123 Making "right click"**

Competence to make a click also with the right button (or secondary button of the input device).

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

**t124 Dragging**

Competence to drag the object selected by the pointer.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

### **t130 Using the roller of the mouse**

Competence to use the roller of the mouse.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

### **t131 Direct pointing on the screen**

Competence to select an object on a touch screen, by a direct contact.

#### *t1310 With a finger*

Competence to select an object on the screen, by using a finger.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

#### *t1311 With a stylus*

Competence to select an object on the screen, by using a stylus.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

### **t132 Indirect pointing**

Competence to select an object on the screen indirectly, by means of a device representing the active surface of the screen itself (ex.: a graphic panel).

#### *t1320 With a finger*

Competence to select a target on the screen, by touching the device with a finger.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

#### *t1321 With a stylus*

Competence to select a target on the screen, by touching the device with a stylus.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

## Using a touch screen

### **t133 Executing gestures on the screen**

Competence to execute *gestures*, by touching the screen. For *gestures* are intended the possible operations that one can carry out with one or more fingers on the screen (dragging, zooming, etc.).

#### *t1330 With a finger*

Competence to move a finger on the screen, executing a *gesture* (ex.: a dragging).

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

#### *t1331 With two or more fingers*

Competence to move several fingers on the screen, executing a *gesture* (ex.: a zoom).

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

#### *t1332 With a stylus*

Competence to move a stylus on the screen, executing a *gesture* (ex.: a dragging).

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

### **t134 Executing gestures by indirect pointing**

Competence to execute *gestures* on the screen, indirectly, by means of a device representing the active surface of the screen (ex.: a graphic panel). For *gestures* are intended the possible operations one can carry out with one or more fingers on the screen (dragging, zooming, etc.).

#### *t1340 With a finger*

Competence to move a finger on the device, executing a *gesture* (ex.: a dragging).

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*



t1341 *With two or more fingers*

Competence to move several fingers on the screen, executing a *gesture* (ex.: a zoom).

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

t1342 *With a stylus*

Competence to move a stylus on the device, executing a *gesture* (ex.: a dragging).

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

### **t135 Writing or drawing on the screen with a stylus**

Competence to use a stylus to write or draw.

t1350 *Writing or drawing moving the stylus on the screen*

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

t1351 *Writing or drawing by means of a device representing the active surface of the screen (ex.: a graphic panel)*

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

## ***Using other methods of control***

### **t136 Moving fingers or toes (ex.: data glove)**

If the device is not necessary, don't answer this question.

Competence to control devices based on the use of fingers (ex.: "data glove") or toes.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

#### **t140 Controlling the system by voice**

*t1400 To insert a text*

Competence to dictate a text.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

*t1401 To control the interface*

Competence to control the interface by using vocal instructions.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

#### **t141 Controlling the system through some vocal parameters**

If the device is not necessary, don't answer this question.

Competence to control the system by means of devices able to recognize specific vocal parameters, such as timber, pitch or loudness, or vocalization (sounds like "ah","oh", etc.).

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

#### **t142 Controlling the system through special devices, different from the previous ones**

If special devices aren't used, don't answer this question.

Competence to use special input devices, different from the previous ones.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

## CHAPTER 2 - Comprehending the system interface

### *Competence to interpret information*

#### **t210 Informative density**

##### *t2100 Comprehending one informative unit at a time*

Competence to comprehend interfaces that show a single information to focus attention on (ex.: a brief text, an only figure, a list with not many elements, selecting among few alternative links).

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

##### *t2101 Comprehending a limited number of informative units simultaneously*

Competence to comprehend interfaces that show at the same time some pieces of information to focus attention on (ex.: two/three brief texts and/or figures, a list with some elements, selecting among some alternative links).

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

##### *t2102 Comprehending an elevated number of informative units simultaneously*

Competence to comprehend interfaces that show at the same time many pieces of information to focus attention on (ex.: long texts with figures, a list with many items, selecting among many alternative links).

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

## **t220 Depth of the information path**

Competence to arrive to the desired information through a certain number of intermediate steps.

### *t2200 Following a single step*

Competence to arrive to the desired information by executing a single selection.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

### *t2201 Following a limited number of steps*

Competence to arrive to the desired information by executing a limited number of consecutive selections (ex.: 2/3).

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

### *t2202 Following an elevated number of steps*

Competence to arrive to the desired information, from the opening interface, by executing a high number of consecutive selections.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

## **t230 Informative timing**

### *t2300 Comprehending information that have been displayed for a long time*

Competence to comprehend static information (ex.: images).

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

### *t2301 Comprehending textual information changing with a moderate rate*

Competence to comprehend textual information that continues to be stable for a period of time fixed in advance (ex.: slide show).

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

*t2302 Comprehending non-textual information changing with a moderate rate*

Competence to comprehend non-textual information that continues to be stable for a period of time fixed in advance, long enough (ex.: filmed sequences containing scenes changing slowly).

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

*t2303 Comprehending information changing rapidly*

Competence to comprehend information that continues to be stable for a short period of time (ex.: filmed sequences also with quick scenes).

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

## **Comprehending software interfaces**

### **t240 Metaphors**

Competence to comprehend the meaning of the metaphors generally used in man-machine interfaces and to use the relating functions.

*t2401 Icons*

Competence to comprehend the meaning associated to icons.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

*t2402 Menu and buttons*

Competence to comprehend the meaning associated to menu and buttons.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

*t2403 Windows*

Competence to comprehend the meaning associated to windows.

- 0 *full competence*
- 1 *enough competence*
- 2 *little competence*
- 3 *partial incompetence*
- 4 *total incompetence*

*t2404 Scrolling*

Competence to use scrolling within a window.

*0 full competence*

*1 enough competence*

*2 little competence*

*3 partial incompetence*

*4 total incompetence*