Common Assessment Framework (CAF) Targeted Assessment DISABILITY SERVICES

A. Administrat	ion details			
1. Name of		2.	Organisation of assessor	
assessor				
3. Date		4.	Client identifier	
commenced		(T	his is the NMDS SLK)	
5. Date			. Unique family identifier	
completed			omplete if client is also being	
7 6 11 1		as	sessed for Family Services	
7. Client's name				
8. Who has formal	decision-making			
responsibility for th	_			
Self, Power of Attorney	, parent, Guardian, other			
9 Who should con-	sent to this assessment and		Individual	
	plan that will be developed as		Other decision maker <i>specify</i>	
a result of this asse			other decision maker specify	
		NB a	decision maker must provide consen	t for the assessment and plan to
			lace. If there is no one able to prov	
			be appointed before continuing this a	issessment.
	ed. For the assessment		'es	
planning process.		□ N	lo	
		IF N	O, NO FURTHER ACTION.	
11. Has the person	consented to allowing de-		es	
_	ion to be provided to	\sqcap_{N}		
government.				
Provide the individual	or decision-maker with information			
about the NMDS data of	ollection process.			
11. Person has been	n identified (e.g. through		'es	
Initial Contact and	Screening) as eligible for	\square N	lo	
disability services				
NB: eligibility for speci	alist disability services includes			
that:				
• the person has sub	stantially reduced capacity in			
communication, le	arning or mobility			
• the disability occur	rred before 65 years of age			
• the disability is or	is likely to be permanent			

Targeted Initial Assessment Disability Services

12. Evidence of disability provided	Yes					
Further information about the disability is provided in	No Note: If no, outcome of assessment may depend on verification of					
section D	disability.					
13. Has individual also been referred for Family	Yes Client identifier					
Services Targeted Assessment?						
	☐ No					
14. Mode of conduct of this Targeted	Date:	Phone	Who was present?			
Assessment for Disability Services		Visit to home				
		Face to face				
		meeting at <i>specify</i>				
		Other specify				
	Date:	: Phone Who				
		☐ Visit to home				
		Face to face				
		meeting at specify				
		Other specify				
	Date: Phone		Who was present?			
		☐ Visit to home				
		Face to face				
		meeting at specify				
		Other specify				

B. Demographic details	
Client details	Comments
1. Date of Birth	
2. Age at time of assessment	
3. Sex	NMDS Code 1 Male 2 Female
4. Current address If homeless, provide contact location/details	Post code:
5. Contact details Telephone, email, fax, other	
6. Aboriginal or Torres Strait Islander background?	NMDS Code 1 Aboriginal but not Torres Strait Islander origin 2 Torres Strait Islander but not Aboriginal origin 3 Both Aboriginal and Torres Strait Islander origin 4 Neither Aboriginal origin or Torres Strait Islander origin
7. Country of birth	
8. Language spoken at home	
9. Preferred language	
10. Most effective method of communication Please tick most effective method, and circle all other applicable methods	Spoken (English or other language)

Targeted Initial Assessment Disability Services

11. Interpreter or translator required?	NMDS Code 1	☐ Yes – for spoken language other than English – Specify ☐ Yes – for non-spoken communication – Specify ☐ No
12. Is an Advocate required?	☐Yes ☐ No	Unknown Not at this stage
13. Who is the primary contact person for the individual (if other than the person		
being referred)?		
May be a legal guardian, carer, other		
Name, relationship		
14. Contact details for primary contact		
Telephone number		
16. Emergency Contact if different from		
the primary contact		
Name, relationship and telephone number		
18. Who has formal financial decision-		
making responsibility for the person?		
Self, Power of Attorney, financial manager, parent,		
, 1		
16. Emergency Contact if different from the primary contact Name, relationship and telephone number 18. Who has formal financial decision-making responsibility for the person?		

C. Living arrangements and income		
1. What are the person's usual living arrangements? "Usual" refers to 4 days per week or more on average	NMDS Code 1 2 3	☐ Lives alone ☐ Lives with family ☐ Lives with others Details of living arrangements, including family arrangements
2. Family genogram Include key support networks		
3. What type of accommodation does the person usually live in? "Usually" refers to 4 days per week or more on average	NMDS Code 1 2 3 4 5 6 7 8 9 10 11 12	Private residence (e.g. private or public rental, owned, purchasing etc.) Residence within an Aboriginal/Torres Strait Islander community (e.g. rented private residence, temporary shelter) Domestic-scale supported living facility (e.g. group homes) Supported accommodation facility (e.g. hostels, supported residential services or facilities) Boarding house/private hotel Independent living unit within a retirement village Residential aged care facility (nursing home or aged care hostel) Psychiatric/mental health community care facility Hospital Short-term crisis, emergency or transitional accommodation facility (e.g. night shelters, refuges, hostels for the homeless, halfway houses) Public place/temporary shelter Other specify

4. Employment status	NMDS Code
Complete this section if the individual is aged 15 years or more (this is consistent with the NMDS definition) "Employed" refers to people who worked 1 hour or more in the week before assessment (for pay, profit, commission or in-kind – including in supported employment or under the CDEP, or not for pay in a family business) or have a job but were not at work. "Unemployed" refers to those aged 15 years and over who were not employed during the week preceding the end of the reporting period, and are actively looking for work. "Not in the workforce" refers to include persons who were keeping house (unpaid), retired, voluntarily inactive, permanently unable to work, persons in institutions (hospitals, gaols, sanatoriums, etc.), students, trainee teachers, members of contemplative religious orders, and persons whose only activity during the reporting period was jury duty.	Employed Place of employment: Nature of employment: Unemployed Not in the workforce Details:
5. Education and training	If the individual is aged 15 years or under:
	☐ Attending school Name of school: Year attending (e.g. year 10): If aged 16 years or over: ☐ Attending school Name of school: Year attending (e.g. year 10): ☐ Attending post school education or training Name of educational/training institution: Field of education/training Other relevant details:

D. Disability status and current service	es	
1. What is the primary disability group? (from	NMDS	
initial contact and screening tool)	Code 1	☐ Intellectual (including Down syndrome)
Tick one only.	2	Specific learning/Attention Deficit Disorder (other than Intellectual)
		<u></u>
	3	Autism (including Asperger's syndrome and Pervasive Developmental Delay)
	4	Physical
	5	Acquired brain injury
	6	Neurological (including epilepsy and Alzheimer's disease)
	7	Deafblind (dual sensory)
	8	☐ Vision (sensory)
	9	Hearing (sensory)
	10	Speech
		-
	11	Psychiatric
	12	Developmental delay (apply to 0–5 year olds only, where no other category is appropriate)
		If the individual has other significant disability/ies. Please
		specify:
2. Did the disability occur before 65 years of age?	Yes No	
3. Is the disability likely to be permanent?	Ye:	
4a. Is the person already receiving specialist disability services?	Yes	s
4b Specialist disability service agencies		
already accessed		
For each agency - Name of organisation, contact person and phone number, type of involvement (linked to		
consent to exchange information). Include start date and		
date of last service received.		
5. Is the person accessing universal or other specialist services (not disability- specific)		
(e.g. GP, specialist, child and maternal health nurses,		
other healthcare, substance misuse, mental health,		
housing or homelessness support services, cultural community groups, family violence services)		
For each service - Name of organisation, contact person and phone number, type of involvement (linked to consent to exchange information).		

E. Care and support arrangements	Comments
1. Does the person receive support from family or friends?	☐ Most or all support from family/ friends ☐ Occasionally receives support from family and friends ☐ Only receives support from family and friends in emergencies
2. Does the person have an informal carer who provides care and assistance on a regular and sustained basis? Refers to main or primary care.	NMDS Code 1 Yes Please provide details:
	Not required Not known
3. Does the carer assist the individual in the area(s) of self-care, mobility or communication?	NMDS Code 1 Yes Please provide details: 2 No Not required Not known
4. Does the carer reside with the individual?	NMDS Code 1 Yes, co-resident carer 2 No, non-resident carer
5. Relationship of the carer to the person	NMDS Code Wife/female partner Husband/male partner Mother Father Daughter Son Daughter-in-law Son-in-law Other female relative Other male relative Friend/neighbour – female Friend/neighbour – male
6. If the person lives with family, does the parent or guardian receive the Carer Allowance?	☐Yes ☐No
7. Are there any concerns about issues or threats to carer arrangements that may impact	Yes Provide details:

on the person's care?	
Threats to carer arrangements may include carer emotional strain and stress, acute physical exhaustion, slow physical health deterioration, increasing individual needs, factors unrelated to care situation, other	□No
8. Are there other people living with the	Yes
person who are currently experiencing	Provide details:
negative outcomes as a result of the person's	
care needs or disability?	No other people living with person
Who are the others? What is the negative outcome - physical wellbeing, psychological wellbeing, financial wellbeing?	No, other people are not experiencing negative outcomes
9. Are there any concerns about the carer	Yes
putting the referred individual at risk?	Provide details:
	□No □not known
10. Is further assessment for the carer	Yes
indicated? To be conducted if indication of threats to carer arrangements and/or sustainability.	Provide details:
If yes: Type of further assessment required: HACC/ HACC like services, health and health behaviours, psychosocial, functional status and activities of daily life.	□No
11. Is the person a primary carer themselves?	Yes
If yes please answer questions 11.a and 11.b.	What is the relationship of the person to the individual they are caring for?
	∐No If no please go to section F
11.a. What support does the person have to	y no pieuse go to section i
provide care?	
Type of support, provided by whom and how frequently.	
11 b. To additional arranges as assisted for all	TV
11.b. Is additional support required for the	Yes Describe the type of support required.
person to continue to provide care to another person (people)	Describe the type of support required.
person (people)	□No

Core activities

Assessment under each domain should consider strengths, limitations, barriers, facilitators, goals and aspirations, and impacts on functioning. The assessment should consider biological, psychosocial, cognitive and behavioural factors that contribute to functioning. The assessment should also consider the roles that the person, their family and friends, their culture and the environment play in limiting functioning, as well as the impact that limited functioning has on the person and their family, friends, culture and environment.

* Include any existing reports of specialist e.g. psychometric assessment, OT assessment.

Further information will be provided in the guidance notes for the assessment tools.

Summary of the assessment in each domain should be noted in the planning, prioritisation and referral tool.

F. Assessment of functioning-Communication

Personal strengths

Summarise in bullet points the person's strengths in relation to communication.

Consider:

- · receiving messages that are verbal, non-verbal, signs and symbols, drawings and pictures, gestures, written
- producing messages that are verbal (speaking), nonverbal, signs and symbols, drawings and pictures, written
- ability to hold a conversations: starting, sustaining, ending a conversation with a group or one person
- ability to have a discussion with a group or one person
- use of communication devices and techniques

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Summarise in bullet points the environmental factors that facilitate a person's communication.

Personal limitations
Summarise in bullet points the person's limitations in relation to communication. This should be self-reported, reported by carers/family and observed by the assessor. Note the source of the information.
Environmental barriers
Summarise in bullet points the barriers in relation to the person's ability to communicate.
Goals and aspirations
Summarise in bullet points the person's and their carer/family's goals and aspirations relating to communication. Note who the goals and aspirations belong to.
Summary
Summarise how the person's ability to communication impacts on their ability to participate in activities, in the community and in life (including impacts on education and employment, engagement in recreation and leisure activities, religion).

G. Assessment of functioning - Mobility

Personal		strengt			zt l	hs		
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Summarise in bullet points the person's strengths in relation to mobility.

Consider the person's ability to:

- change basic body position, e.g. lying down, squatting, kneeling, sitting, standing, bending, shifting centre of gravity
- maintain a body position
- transfer oneself while sitting, lying
- carry, lift, move and/or handle objects with upper and lower body
- use hands, and arms in a coordinated way to move objects or manipulate them
- walk and move around, including in different locations
- move around using equipment

E	nvironment	tal j	facilii	tating j	actors
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Summarise in bullet points the environmental factors that facilitate a person's mobility.

Personal limitations

Summarise in bullet points the limitations to a person's mobility. This should be self-reported, reported by carers/ family and observed by the assessor. Note the source of the information.

Summarise in bullet points the barriers in relation to the person's ability in mobility.			
Goals and aspirations			
Summarise in bullet points the person's and their carer/family's goals and aspirations relating to mobility. Note who the goals and			
aspirations belong to			
Summary			
Summarise how the person's mobility impacts on their ability to participate in activities, in the community and in (including impacts on			
education and employment, engagement in recreation and leisure activities, religion).			
This should inform the planning, prioritisation and referral tool.			

H. Assessment of functioning – Self care

Description of attenuate to
Personal strengths
Summarise in bullet points the person's strengths in relation to caring for themselves. Consider the person's ability to:
• wash and dry
• care for all body parts, including skin, hair, teeth, finger and toe nails
• plan and carry out toileting and clean themselves afterwards, including menstrual care
 dressing, including taking on and off clothes and footwear and choosing appropriate clothes
• eating
drinking
• looking after their health, e.g. through managing medication, maintaining a health diet, physical exercise, keeping warm or
cool, avoiding unsafe practice, visiting the doctor and dentist
Environmental facilitating factors
Summarise in bullet points the environmental factors that facilitate a person's self care.
Personal limitations
Summarise in bullet points the limitations to self care. This should be self-reported, reported by carers/ family and observed by the
assessor. Note the source of the information.

Environmental barriers
Summarise in bullet points the barriers in relation to the person's ability to care for themselves.
Goals and aspirations
Summarise in bullet points the person's and their carer/family's goals and aspirations relating to self care. Note who the goals and aspirations belong to.
Summary
Summarise how the person's self care ability impacts on their ability to participate in activities, in the community and in life (including impacts on education and employment, engagement in recreation and leisure activities, religion). This should inform the planning, prioritisation and referral tool

I. Assessment of functioning – Domestic life

Personal	strengths
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Summarise in bullet points the person's strengths in relation to carrying out domestic and everyday life actions and tasks. Consider the person's ability to:

- buy or rent a place to life and furnish it
- shop
- understanding the source of daily necessities and making sure they have access to them
- perform household tasks such as preparing meals, doing housework

perform nousehold tasks such as preparing means, doing nousework
 care for and maintain household objects, such as clothes, furnishings and dwellings, appliances, vehicles, assistive devices, plants, animals
 assist others in the household, e.g. with self care, movement, communication, interpersonal relationships, nutrition, health maintenance
manage money and finances, including budgeting
Environmental facilitating factors
Summarise in bullet points the facilitators to a person's ability to undertake domestic actions and tasks.
bulling in ourse points are instruments to a person of acting to undertaine definestic actions and another
Personal limitations
Summarise in bullet points any limitations in domestic life. This should be self-reported, reported by carers/ family and observed by the
assessor. Note the source of the information.

Environmental barriers
Summarise in bullet points the barriers in relation to the person's ability to undertake domestic actions and tasks.
Goals and aspirations
Summarise in bullet points the person's and their carer/ family's goals and aspirations relating to domestic life. Note who the goals and aspirations belong to.
Summary
Summarise how the person's ability to perform domestic actions and tasks impacts on their ability to participate in activities, in the
community and in life (including impacts on education and employment, engagement in recreation and leisure activities, religion). This
should inform the planning, prioritisation and referral tool.

J. Health and health behaviour	Comments
1. Are there any physical health concerns that impact	Yes
on the person's ability to participate in activities,	Provide detail
community and life?	
If so, consider a referral to General Practitioner.	□No
	Unknown
2. Does the person engage in any risky health	Yes
behaviours?	Provide detail
For example:. poor diet, smoking, drinking, drug taking, or	
unsafe sex.	∐No
If yes please answer question 3. If no please go to section K.	Unknown
3. Does the person wish to receive further	Yes
information about or address these behaviours?	Provide details
	<u></u> No
	Not at this time

K. Lifestyle- Interpersonal interactions and relationships and engagement in community, social and civic life	Comments
1. What is the person's current friendship group(s)?	
2. Is the person able to make friends and maintain friendships and other relationships? Explore friends/friend groups, including frequency and method of contact.	Yes No Provide details
If there are identified difficulties in this, comment on reasons why, considering physical and mental health, environmental, cultural or cognitive factors, regulating emotions and impulses, controlling verbal and physical aggression, acting in accordance with social rules and conventions, regulating emotions and impulses, controlling verbal and physical aggression, acting in accordance with social rules and conventions.	
3a. Is the person engaged in education and or work/ employment?	Yes, to the level and extent that they want (not an area of focus) Yes, but would like to be more engaged (this may be an area of focus) No, but this is not an area of focus No, and this is an area of focus
3b. How does this level of engagement match with the person's goals and aspirations?	Provide details and complete summary in planning, referral and prioritisation tool
Provide details and complete summary in planning, referral and prioritisation tool 4a. Is the person engaged in organised social life outside of the family?	Yes, to the level and extent that they want (not an area of focus) Yes, but would like to be more engaged (this may be an area of focus) No, but this is not an area of focus No, and this is an area of focus
4b. How does this level of engagement match with the person's goals and aspirations?	Provide details and complete summary in planning, referral and prioritisation tool
This may include engagement in clubs, social organisations, recreation and leisure activities and religious and spiritual activities.	

L. Cognition and behaviour	Comments
This section identifies issues that will impact on the person's ability to engage with and benefit from available supports.	
1. Is the person able to learn and acquire new skills?	Yes No Provide details to inform decisions about the nature of support that will be appropriate.
2. Is the person able to apply knowledge, demonstrated through focusing attention, thinking, comprehending written or verbal instructions and making written or verbal instructions, solving problems, making decisions and judgements?	Yes No Provide details to inform decisions about the nature of support that will be appropriate.
3. Can the person plan, manage and undertake a daily routine?	Yes, without support Yes, with support Not at all Provide details
4. Does the person demonstrate limitations in attention, memory (registering, storing and receiving information), thought processes?	Yes Provide details to inform decisions about the nature of support that will be appropriate.
5. Does the individual demonstrate problem behaviours, e.g. wandering or intrusive behaviours, verbally disruptive or noisy, physically aggressive, emotionally dependent, danger to self or others	Yes Provide details to inform decisions about the nature of support that will be appropriate.
6. Summary What areas of cognition and behaviour need to be considered in developing the planning, referral and prioritisation tool?	

M. Summary This section should be completed in association with the Summary Table (below).	Comments
1. Is the person's current accommodation suitable	Yes
(meets their needs), stable and sustainable?	No Details.
2. Are the current carer arrangements sustainable without additional services or support?	N/A (e.g. no carer) Yes No If no, period of sustainability: already broken down, weeks, months, years, don't know
3. The summary table identifies a number of high	
priority goals and aspirations (scored 1). What would be the consequence of not providing	
additional support to achieve these at this time?	

Summary Table - Goals and aspirations

For each assessment domain, summarise goals and aspirations and determine the priority of these. Goals and aspirations of both the person and their family/ carer(s) should be noted. Several goals and aspirations could be recorded in each domain. Details noted under goals and aspirations may also include areas that the assessor identifies as a risk area for the person and/or their family but are not considered to be an area of required support by the person. For example, the assessor may be concerned about the person's level of drinking although this may not be a priority for the person. Where the goal is identified by the assessor and not the person or their family, this should be made clear in the notes. Copy as many tables as necessary.

Priority should be allocated as follows: 1- highest priority, 2 – medium priority, 3 – lowest priority, 4 – not a priority. Priority levels should be identified based on a) the person's own prioritisation of the goal **as well as** b) the assessor's prioritisation of the goal.

Assessment domain	Goals and aspirations	Priority	
		Person	Assessor
Functioning – communication			
Functioning – mobility			
Functioning – self care			
Functioning – domestic life			
Health and health behaviours			
Lifestyle			
Care arrangements			
Accommodation			