

# Activities of Daily Living (ADL): Quick Study

---

08-04-14

## Purpose:

Provide a quick reference tool with definitions for certified assessors taken from the MnCAT Step 3 – Part 2: ADLs training module.

## Cuing and Supervision

- **Cuing** is prompting a person to respond with a specific action
- **Supervision** is the act of overseeing or directing the accomplishment of a task
- **Physical assistance** is hands-on assistance to accomplish a task
- If the person does not need any cuing or supervision select **None**
- If the person needs cuing to begin an ADL, select **“To initiate the task.”** This person does not need supervision to accomplish the ADL.
- If the person needs periodic prompts to continue the ADL to completion and minimal supervision may be necessary to verify accomplishment of the AD, select **“Intermittently during the task”**
- If the person needs:
  - Interaction and/or oversight throughout the ADL to ensure the steps of the ADL are completed and
  - Prompts related to specific steps of the ADL to accomplish the ADL
  - Select **“Constantly throughout the task”**

## Physical Help

- **None:** No physical help is needed for set up or during the activity
- **Set up or preparation only:** With set up or preparation, the person is able to accomplish the task without physical help during the activity
- **Limited physical assistance:** Physical assistance by staff or caregiver to accomplish the task but person physically participates
- **Extensive or total dependence:** Physical assistance by staff or caregiver with total, or nearly total, reliance on staff or caregiver to accomplish the task

## Difficulty

If a person needs someone else to do a task for or with them, or they use a piece of adaptive equipment to assist them with the task, record that the person does have difficulties and complete the additional questions about the ADL.

If the person has difficulty or needs support or assistance sometimes, respond to the type and amount of support required when they do need help.

## ADLs:

**Eating:** the process of getting food and liquid into the mouth for sustenance. This question group includes a conversation about the person’s need for assistance with the following types of activities:

- Drinking from a glass, cup or straw
- Dishing up food onto a plate or into a bowl
- Preparation of food items being served like cutting food or buttering bread
- Observation for choking that is likely to occur
- Hand over hand assistance or applying orthotics used for eating

- Needing to be fed by another person including tube feedings
- Hand washing before or after eating

**Bathing:** washing the body whether it is done in a tub or shower, or is given as a bed bath or sponge bath. It includes the following activities:

- Preparation: filling tub and gathering supplies
- Undressing and dressing the person
- Getting into and out of the tub/shower
- Shampooing and conditioning hair
- Wetting, soaping, rinsing and drying the body
- Skin inspection, applying lotion or deodorant
- Drying hair

**Dressing:** the process of getting clothes on and off. Typically, people change from night clothes to the clothing they plan to wear for the day. They may also need to put on outerwear, such as a jacket or coat, boots, hat and gloves or mittens. Eventually, outerwear needs to be removed and daytime clothing is exchanged for night clothes.

Some people may need help choosing appropriate clothes for the weather or an event. Others may need physical assistance to get dressed and undressed or help with a certain part of dressing like buttons and zippers or shoes and socks.

**Personal Hygiene and Grooming:** how people clean and maintain parts of the body. It includes:

- Combing or brushing, but not washing hair
- Shaving
- Brushing and flossing teeth or cleaning dentures
- Washing face at beginning and end of day
- Applying and removing makeup
- Care of finger nails and toe nails
- Applying deodorant and
- Caring for eyeglasses, contact lenses and hearing aids

**Toileting:** the process of bowel and bladder elimination and feminine hygiene. It can include:

- Use of equipment and supplies
- Getting on and off the toilet or commode
- Wiping or cleaning the perineal area as needed
- Skin inspection
- Any immediate clean-up needed of equipment or the area
- Adjusting clothes as necessary before and after
- Washing hands
- Remember, for people who are incontinent, but manage it themselves, the answer to “does the person need assistance or support with toileting?” is NO

**Mobility:** how the person moves about from place to place where they live. If the person has difficulty with mobility or requires support or assistance to move from place to place outside of their dwelling, you will need to document that need in the Notes and Comments box at the bottom of the mobility screen.

**Positioning:** the ability of the person to adjust their body while they are sitting or lying down to:

- Reduce risk of complications
- Enhance comfort
- Promote skin integrity

**Transfers:** how the person moves between positions such as:

- From standing to sitting and from sitting to standing
- From lying down to sitting up and from sitting up to lying down