

Return this form to:

Assessment of Attendant Care Needs (Form 1)

Use this form for accidents that occur on or after March 31, 2008

****Claim Number:**

****Policy Number:**

**Date of Accident:
(YYYYMMDD)**

Use this form to report the future needs for attendant care required by the applicant as a result of an automobile accident. This form must be completed by an occupational therapist or a registered nurse (in this form referred to as the Assessor). This form has five parts:

- Part 1: Level 1 Attendant Care
- Part 2: Level 2 Attendant Care
- Part 3: Level 3 Attendant Care
- Part 4: Calculation of Attendant Care Costs
- Part 5: Signature of Assessor(s)

Please complete all relevant parts. You will have to make copies and give one to:

- the applicant
- the applicant's health practitioner

All fields must be completed subject to the following exceptions:

- * required if known
- ** at least one field in this section
- *** optional

Please note: Users of Form 1 should also review other accident benefits available under the Statutory Accident Benefits Schedule (SABS) for possible reimbursement of other losses and expenses (such as housekeeping and home maintenance, transportation, home modifications and other medical and rehabilitation expenses).

Applicant Information	Date of Birth (YYYYMMDD)	Gender ☐ Male ☐ Female	*Telephone Number	Extension
	Last name	First name	***Middle name	
	Address			
	City	Province	Postal Code	
Insurance Company Information To be provided by the applicant	Insurance Company Name			
	City or Town of Branch Office (if applicable)		*Telephone Number	
	**Name of Policy Holder same as Applicant ☐ , OR	**Policy Holder Last Name	**Policy Holder First Name	
Attendant Care Assessment Information	Date of this assessment (YYYYMMDD):		*Is this the first assessment of this applicant? ☐ Yes ☐ No	
	Date of Last Assessment (YYYYMMDD):		*Current Monthly Allowance:	
Assessor Information	Name of Assessor		*Email Address	
	Profession		College Registration Number	

Facility Information	Facility Name			
	HCAI Facility Registry Number		*FSCO Licence Number (if applicable)	
	Service Address			
	City	Province		Postal Code
	Telephone Number	*Extension	*Fax	*Email Address

**Part 1:
Level 1
Attendant Care**

Level 1 attendant care is for routine personal care. Please assess the care requirements of the applicant for each activity listed. Estimate the time it takes to perform each activity, and the number of times each week it should be performed. Multiply the number of minutes by the number of times each week the activity should be performed to get the total number of minutes per week for each activity.

		Number of Minutes	Times per week	Total minutes per week
		X	=	
Dress	Upper Body (for example, underwear, shirt/blouse, sweater, tie, jacket, gloves, jewelry)			
	Lower Body (for example, underwear, disposable briefs, skirt/pants, socks, panty hose, slippers shoes)			
	Subtotal			
Undress	Upper Body (for example, underwear, shirt/blouse, sweater, tie, jacket, gloves, jewelry)			
	Lower Body (for example, underwear, disposable briefs, skirt/pants, socks, panty hose, slippers shoes)			
	Subtotal			
Prosthetics	applies to upper/lower limb prosthesis and stump sock(s)			
	exchanges terminal devices and adjusts prosthesis as required			
	ensures prosthesis is properly maintained and in good working condition			
	Subtotal			
Orthotics	assists dressing applicant using prescribed orthotics (for example, burn garment(s), brace(s), support(s), splints, elastic stockings)			
	Subtotal			
Grooming	Face: wash, rinse, dry, morning and evening			
	Hands: wash, rinse, dry, morning and evening, before and after meals, and after elimination			
	Shaving: shaves applicant using electric/safety razor			
	Cosmetics: applies makeup as desired or required			
	Hair:			
	brushes/combs as required			
	shampoos, blow/towel dries			
	performs styling, set and comb-out			
	Fingernails: cleans and manicures as required			
	Toenails: cleans and trims as required			
Subtotal				

Part 1 continued...

Number of Minutes $\times$ Times per week = Total minutes per week

Feeding	prepares applicant for meals (includes transfer to appropriate location)			
	provides assistance, either in whole or in part, in preparing serving and feeding meals			
	Subtotal			
Mobility (location change)	assists applicant from sitting position (for example, wheelchair, chair, sofa)			
	supervises/assists in walking			
	performs transfer needs as required (for example, bed to wheelchair, wheelchair to bed)			
Subtotal				
Extra Laundering	launders applicant's bedding and clothing as a result of incontinence/spillage			
	launders/cleans orthotic supplies that require special care			
	Subtotal			

Part 1 Total – Add all Part 1 Subtotals. Fill in total here and in Part 4

**Part 2:
Level 2
Attendant Care**

Level 2 Attendant Care is for basic supervisory functions. Please assess the care requirements of the applicant for each activity listed. Estimate the time it takes to perform each activity, and the number of times each week it should be performed. Multiply the number of minutes by the number of times each week the activity should be performed to get the total number of minutes per week for each activity.

Number of Minutes $\times$ Times per week = Total minutes per week

Hygiene	Bathroom			
	cleans tub/shower/sink/toilet after applicant's use			
	Bedroom			
	changes applicant's bedding, makes bed, cleans bedroom, including Hoyer lifts, overhead bars, bedside tables			
	ensures comfort, safety and security in this environment			
	Clothing Care			
	assists in preparing daily wearing apparel			
	hangs clothes and sorts clothing to be laundered/cleaned			
Subtotal				
Basic Supervisory Care	applicant lacks the capacity to reattach tubing if it becomes detached from trachea			
	applicant requires assistance to transfer from wheelchair, periodic turning, genitourinary care			
	applicant lacks the ability to independently get in and out of a wheelchair or to be self-sufficient in an emergency			
	applicant lacks the ability to respond to an emergency or needs custodial care due to changes in behaviour			
	Subtotal			

Part 2 continued...

Number of Minutes X Times per week = Total minutes per week

Co-ordination of Attendant Care	applicant requires assistance in co-ordinating/scheduling attendant care (maximum 1 hour per week)			
Subtotal				

Part 2 Total – Add all Part 2 Subtotals. Fill in total here and in Part 4

**Part 3:
Level 3
Attendant Care**

Level 3 attendant care is for complex health/care and hygiene functions. Please assess the care requirements of the applicant for each activity listed. Estimate the time it takes to perform each activity, and the number of times each week it should be performed. Multiply the number of minutes by the number of times each week the activity should be performed to get the total number of minutes per week for each activity.

Number of Minutes X Times per week = Total minutes per week

Genitourinary Tracts	performs catheterizations			
	positions, empties and cleans drainage systems			
	cleans applicant and equipment after procedure/incontinence			
	uses disposable briefs as required			
	attends to menstrual cycle needs as required			
	monitors residuals			
Subtotal				

Bowel Care	administers enemas or suppositories and performs stimulation or disimpaction			
	performs colostomy and/or ileostomy care			
	positions, empties and cleans drainage systems, including ilio-conduits			
	uses disposable briefs as required			
	cleans applicant and equipment after procedure/evacuation			
Subtotal				

Tracheostomy Care	changes and cleans inner and outer cannulae as needed			
	changes tapes as required			
	performs suctioning as required			
	cleans and maintains suction equipment			
Subtotal				

Ventilator Care	ensures volume rate and pressure are maintained as prescribed			
	maintains humidification as specified			
	changes and cleans tubing and filters as required			
	cleans humidification system as required			
	adjusts settings according to client needs (for example, colds, congestion)			
	reattaches tubing if it becomes detached			
Subtotal				

Part 3 continued...

Number of Minutes $\times$ Times per week = Total minutes per week

Exercise	assists applicant with prescribed exercise/stretching program				
	assists applicant with walking activities using crutches, canes, braces and/or walker				
	Subtotal				
Skin Care (excluding bathing)	attends to skin care needs – wounds, sores, eruptions, (amputees, severe burns, spinal cord injuries, etc.)				
	applies medication and prescribed dressings				
	applies creams, lotions, pastes, ointments, powders as prescribed or required				
	checks body area(s) for evidence of pressure sores, skin breakdown or eruptions				
	periodic turning to prevent or minimize pressure sores and skin breakdown/shearing				
	Subtotal				
Medication	Oral				
	administers prescribed medications				
	monitors medication intake and effect				
	maintains and controls medication supply				
	Injections				
	administers prescribed medications				
	monitors medication intake and effect				
	maintains and controls medication supply				
	Inhalation/Oxygen Therapy				
	administers prescribed dosage as required				
	maintains and controls inhalation supplies				
	cleans and maintains equipment				
	Subtotal				
	Bathing	Bathtub or Shower			
		transfers applicant to and from bed, wheelchair or Hoyer lifts to bathtub or shower			
bathes and dries client					
applies creams, lotions, pastes, ointments, powders as prescribed or required					
Bed Bath					
prepares equipment					
bathes and dries applicant					
applies creams, lotions, pastes, ointments, powders as prescribed or required					
cleans and maintains bed/bath equipment					
Oral Hygiene					
brushes and flosses					
cleanses mouth as required					
cleans dentures as required					
Subtotal					

Part 3 continued...

Number of Minutes $\times$ Times per week = Total minutes per week

Other Therapy	Transcutaneous Electrical Nerve Stimulation (TENS)			
	prepares equipment			
	administers treatment as prescribed or required			
	Dorsal Column Stimulation (DCS)			
	monitors skin			
	maintains equipment			
Subtotal				
Maintenance of Supplies and Equipment	monitors, orders and maintains required supplies/equipment			
	ensures wheelchairs, prosthetic devices, Hoyer lifts, shower commodes and other specialized medical equipment and assistive devices are safe and secure			
Subtotal				
Skilled Supervisory Care	applicant requires skilled supervisory care for violent behaviour that may result in physical harm to themselves or others			
	Subtotal			

Part 3 Total – Add all Part 3 Subtotals. Fill in total here and below

**Part 4:
Calculation of
Attendant Care
Costs**

This part must be completed by the Assessor. Calculate the monthly attendant care allowance for Part 1, 2 and 3. The sum of all three parts will be the Total Assessed Monthly Care Benefit.

	Total Minutes per Week		Total Weekly Hours		Total Monthly Hours		Hourly Rate		Monthly Care Benefit
Part 1		$\div 60 =$		$\times 4.3 =$		$\times$	A*	$=$	\$
Part 2		$\div 60 =$		$\times 4.3 =$		$\times$	B*	$=$	\$
Part 3		$\div 60 =$		$\times 4.3 =$		$\times$	C*	$=$	\$

Total Assessed Monthly Attendant Care Benefit

(This amount is subject to the limits allowed under the Statutory Accident Benefits Schedule)

\$

*For amounts to be used in the above table, please refer to the following chart:

	Accidents occurring between March 31, 2008 and August 31, 2010	Accidents occurring on or after September 1, 2010
A	\$11.23	Please refer to the hourly rates as set out in the Superintendent's Guideline issued under s. 19 (2) (a) of the SABS
B	\$8.75	
C	\$17.98	

Are there any attachments? ☐ Yes ☐ No

If Yes, how many?

Send any attachments directly to the insurer

Part 5:
Signature(s) of
Assessor(s)

I confirm that, to the best of my knowledge, the information in this form is accurate. I have obtained the appropriate consent from the applicant for the collection, use and disclosure of the information submitted.

Signature of Assessor

Date (YYYYMMDD)

For Insurer's use only

I have reviewed this Assessment of Attendant Care Needs form and based upon information provided, I:

☐ Approve

☐ Partially Approve

☐ Do not approve

Name of Adjuster (please print)

Date (YYYYMMDD)