

PART 1a: IMPAIRMENTS of BODY FUNCTIONS

- Body functions are the physiological functions of body systems (including psychological functions).
- Impairments are problems in body function as a significant deviation or loss.

First Qualifier: Extent of impairments

0 No impairment means the person has no problem

1 Mild impairment means a problem that is present less than 25% of the time, with an intensity a person can tolerate and which happens rarely over the last 30 days.

2 Moderate impairment means that a problem that is present less than 50% of the time, with an intensity, which is interfering in the persons day to day life and which happens occasionally over the last 30 days.

3 Severe impairment means that a problem that is present more than 50% of the time, with an intensity, which is partially disrupting the persons day to day life and which happens frequently over the last 30 days.

4 Complete impairment means that a problem that is present more than 95% of the time, with an intensity, which is totally disrupting the persons day to day life and which happens every day over the last 30 days.

8 Not specified means there is insufficient information to specify the severity of the impairment.

9 Not applicable means it is inappropriate to apply a particular code (e.g. b650 Menstruation functions for woman in pre-menarche or post-menopause age).

Short List of Body Functions	Qualifier
b1. MENTAL FUNCTIONS	
b110 Consciousness	
b114 Orientation (<i>time, place, person</i>)	
b117 Intellectual (<i>incl. Retardation, dementia</i>)	
b130 Energy and drive functions	
b134 Sleep	
b140 Attention	
b144 Memory	
b152 Emotional functions	
b156 Perceptual functions	
b164 Higher level cognitive functions	
b167 Language	
b2. SENSORY FUNCTIONS AND PAIN	
b210 Seeing	
b230 Hearing	
b235 Vestibular (<i>incl. Balance functions</i>)	
b280 Pain	
b3. VOICE AND SPEECH FUNCTIONS	
b310 Voice	
b4. FUNCTIONS OF THE CARDIOVASCULAR, HAEMATOLOGICAL, IMMUNOLOGICAL AND RESPIRATORY SYSTEMS	
b410 Heart	
b420 Blood pressure	
b430 Haematological (<i>blood</i>)	
b435 Immunological (<i>allergies, hypersensitivity</i>)	
b440 Respiration (<i>breathing</i>)	
b5. FUNCTIONS OF THE DIGESTIVE, METABOLIC AND ENDOCRINE SYSTEMS	
b515 Digestive	
b525 Defecation	
b530 Weight maintenance	
b555 Endocrine glands (<i>hormonal changes</i>)	
b6. GENITOURINARY AND REPRODUCTIVE FUNCTIONS	
b620 Urination functions	

b640 Sexual functions	
b7. NEUROMUSCULOSKELETAL AND MOVEMENT RELATED FUNCTIONS	
b710 Mobility of joint	
b730 Muscle power	
b735 Muscle tone	
b765 Involuntary movements	
b8. FUNCTIONS OF THE SKIN AND RELATED STRUCTURES	
ANY OTHER BODY FUNCTIONS	

Part 1 b: IMPAIRMENTS of BODY STRUCTURES

- Body structures are anatomical parts of the body such as organs, limbs and their components.
- Impairments are problems in structure as a significant deviation or loss.

First Qualifier: Extent of impairment	Second Qualifier: Nature of the change
<p>0 No impairment means the person has no problem</p> <p>1 Mild impairment means a problem that is present less than 25% of the time, with an intensity a person can tolerate and which happens rarely over the last 30 days.</p> <p>2 Moderate impairment means that a problem that is present less than 50% of the time, with an intensity, which is interfering in the persons day to day life and which happens occasionally over the last 30 days.</p> <p>3 Severe impairment means that a problem that is present more than 50% of the time, with an intensity, which is partially disrupting the persons day to day life and which happens frequently over the last 30 days.</p> <p>4 Complete impairment means that a problem that is present more than 95% of the time, with an intensity, which is totally disrupting the persons day to day life and which happens every day over the last 30 days.</p> <p>8 Not specified means there is insufficient information to specify the severity of the impairment.</p> <p>9 Not applicable means it is inappropriate to apply a particular code (e.g. b650 Menstruation functions for woman in pre-menarche or post-menopause age).</p>	<p>0 No change in structure</p> <p>1 Total absence</p> <p>2 Partial absence</p> <p>3 Additional part</p> <p>4 Aberrant dimensions</p> <p>5 Discontinuity</p> <p>6 Deviating position</p> <p>7 Qualitative changes in structure, including accumulation of fluid</p> <p>8 Not specified</p> <p>9 Not applicable</p>

Short List of Body Structures	First Qualifier: Extent of impairment	Second Qualifier: Nature of the change
s1. STRUCTURE OF THE NERVOUS SYSTEM		
s110 Brain		
s120 Spinal cord and peripheral nerves		
s2. THE EYE, EAR AND RELATED STRUCTURES		
s3. STRUCTURES INVOLVED IN VOICE AND SPEECH		
s4. STRUCTURE OF THE CARDIOVASCULAR, IMMUNOLOGICAL AND RESPIRATORY SYSTEMS		
s410 Cardiovascular system		
s430 Respiratory system		
s5. STRUCTURES RELATED TO THE DIGESTIVE, METABOLISM AND ENDOCRINE SYSTEMS		

s6. STRUCTURE RELATED TO GENITOURINARY AND REPRODUCTIVE SYSTEM		
s610 Urinary system		
s630 Reproductive system		
s7. STRUCTURE RELATED TO MOVEMENT		
s710 Head and neck region		
s720 Shoulder region		
s730 Upper extremity (<i>arm, hand</i>)		
s740 Pelvis		
s750 Lower extremity (<i>leg, foot</i>)		
s760 Trunk		
s8. SKIN AND RELATED STRUCTURES		
ANY OTHER BODY STRUCTURES		

PART 2: ACTIVITY LIMITATIONS & PARTICIPATION RESTRICTION

- *Activity* is the execution of a task or action by an individual.. *Participation* is involvement in a life situation.
- *Activity limitations* are difficulties an individual may have in executing activities. *Participation restrictions* are problems an individual may have in involvement in life situations.

The **Performance qualifier** indicates the extent of **Participation restriction** by describing the persons **actual performance** of a task or action in his or her **current environment**. Because the current environment brings in the societal context, performance can also be understood as "involvement in a life situation" or "the lived experience" of people in the actual context in which they live. This context includes the environmental factors – all aspects of the physical, social and attitudinal world that can be coded using the Environmental. The Performance qualifier measures the difficulty the respondent experiences in **doing things, assuming that they want to do them**.

The **Capacity qualifier** indicates the extent of **Activity limitation** by describing the **person ability** to execute a task or an action. The Capacity qualifier focuses on limitations that are inherent or intrinsic features of the person themselves. These limitations should be direct manifestations of the respondent's health state, **without the assistance**. By assistance we mean the help of another person, or assistance provided by an adapted or specially designed tool or vehicle, or any form of environmental modification to a room, home, workplace etc.. The level of capacity should be judged relative to that normally expected of the person, or the person's capacity before they acquired their health condition.

Note: Use Appendix 2 if needed to elicit information on the Activities and Participation of the individual

First Qualifier: Performance <i>Extent of Participation Restriction</i>	Second Qualifier: Capacity (without assistance) <i>Extent of Activity limitation</i>
<p>0 No difficulty means the person has no problem</p> <p>1 Mild difficulty means a problem that is present less than 25% of the time, with an intensity a person can tolerate and which happens rarely over the last 30 days.</p> <p>2 Moderate difficulty means that a problem that is present less than 50% of the time, with an intensity, which is interfering in the persons day to day life and which happens occasionally over the last 30 days.</p> <p>3 Severe difficulty means that a problem that is present more than 50% of the time, with an intensity, which is partially disrupting the persons day to day life and which happens frequently over the last 30 days.</p> <p>4 Complete difficulty means that a problem that is present more than 95% of the time, with an intensity, which is totally disrupting the persons day to day life and which happens every day over the last 30 days.</p> <p>8 Not specified means there is insufficient information to specify the severity of the difficulty.</p> <p>9 Not applicable means it is inappropriate to apply a particular code (e.g. b650 Menstruation functions for woman in pre-menarche or post-menopause age).</p>	

<i>Short List of A&P domains</i>	<i>Performance Qualifier</i>	<i>Capacity Qualifier</i>
d1. LEARNING AND APPLYING KNOWLEDGE		
d110 Watching		
d115 Listening		
d140 Learning to read		
d145 Learning to write		
d150 Learning to calculate (<i>arithmetic</i>)		
d175 Solving problems		
d2. GENERAL TASKS AND DEMANDS		
d210 Undertaking a single task		
d220 Undertaking multiple tasks		
d3. COMMUNICATION		
d310 Communicating with -- receiving -- spoken messages		
d315 Communicating with -- receiving -- non-verbal messages		
d330 Speaking		
d335 Producing non-verbal messages		
d350 Conversation		
d4. MOBILITY		
d430 Lifting and carrying objects		
d440 Fine hand use (<i>picking up, grasping</i>)		
d450 Walking		
d465 Moving around using equipment (<i>wheelchair, skates, etc.</i>)		
d470 Using transportation (<i>car, bus, train, plane, etc.</i>)		
d475 Driving (<i>riding bicycle and motorbike, driving car, etc.</i>)		
d5. SELF CARE		
d510 Washing oneself (<i>bathing, drying, washing hands, etc</i>)		
d520 Caring for body parts (<i>brushing teeth, shaving, grooming, etc.</i>)		
d530 Toileting		
d540 Dressing		
d550 Eating		
d560 Drinking		
d570 Looking after one's health		
d6. DOMESTIC LIFE		
d620 Acquisition of goods and services (<i>shopping, etc.</i>)		
d630 Preparation of meals (<i>cooking etc.</i>)		
d640 Doing housework (<i>cleaning house, washing dishes laundry, ironing, etc.</i>)		
d660 Assisting others		
d7. INTERPERSONAL INTERACTIONS AND RELATIONSHIPS		
d710 Basic interpersonal interactions		
d720 Complex interpersonal interactions		
d730 Relating with strangers		
d740 Formal relationships		
d750 Informal social relationships		
d760 Family relationships		
d770 Intimate relationships		
d8. MAJOR LIFE AREAS		

d810 Informal education		
d820 School education		
d830 Higher education		
d850 Remunerative employment		
d860 Basic economic transactions		
d870 Economic self-sufficiency		
d9. COMMUNITY, SOCIAL AND CIVIC LIFE		
d910 Community Life		
d920 Recreation and leisure		
d930 Religion and spirituality		
d940 Human rights		
d950 Political life and citizenship		
ANY OTHER ACTIVITY AND PARTICIPATION		

PART 3: ENVIRONMENTAL FACTORS

- *Environmental factors make up the physical, social and attitudinal environment in which people live and conduct their lives.*

<i>Qualifier in environment:</i>	0 No barriers	0 No facilitator
<i>Barriers or facilitator</i>	1 Mild barriers	+1 Mild facilitator
	2 Moderate barriers	+2 Moderate facilitator
	3 Severe barriers	+3 Substantial facilitator
	4 Complete barriers	+4 Complete facilitator

<i>Short List of Environment</i>	<i>Qualifier barrier or facilitator</i>
e1. PRODUCTS AND TECHNOLOGY	
e110 For personal consumption (<i>food, medicines</i>)	
e115 For personal use in daily living	
e120 For personal indoor and outdoor mobility and transportation	
e125 Products for communication	
e150 Design, construction and building products and technology of buildings for public use	
e155 Design, construction and building products and technology of buildings for private use	
e2. NATURAL ENVIRONMENT AND HUMAN MADE CHANGES TO ENVIRONMENT	
e225 Climate	
e240 Light	
e250 Sound	
e3. SUPPORT AND RELATIONSHIPS	
e310 Immediate family	
e320 Friends	
e325 Acquaintances, peers, colleagues, neighbours and community members	
e330 People in position of authority	
e340 Personal care providers and personal assistants	
e355 Health professionals	
e360 Health related professionals	
e4. ATTITUDES	
e410 Individual attitudes of immediate family members	
e420 Individual attitudes of friends	
e440 Individual attitudes of personal care providers and personal assistants	
e450 Individual attitudes of health professionals	
e455 Individual attitudes of health related professionals	
e460 Societal attitudes	
e465 Social norms, practices and ideologies	
E5. SERVICES, SYSTEMS AND POLICIES	
e525 Housing services, systems and policies	
e535 Communication services, systems and policies	
e540 Transportation services, systems and policies	
e550 Legal services, systems and policies	
e570 Social security, services, systems and policies	
e575 General social support services, systems and policies	
e580 Health services, systems and policies	
e585 Education and training services, systems and policies	
e590 Labour and employment services, systems and policies	
ANY OTHER ENVIRONMENTAL FACTORS	

Part 4: OTHER CONTEXTUAL INFORMATION

4.1 Give a thumbnail sketch of the individual and any other relevant information.

4.2 Include any **Personal Factors** as they impact on functioning (e.g. lifestyle, habits, social background, education, life events, race/ethnicity, sexual orientation and assets of the individual).

Appendix 1:

BRIEF HEALTH INFORMATION

Self Report

Clinician Administered

X.1 Height : ___ / ___ / ___ cm (or inches)

X.2 Weight: ___ / ___ / ___ kg (or pounds)

X.3 Dominant Hand (prior to health condition): Left Right Both hands equally

X.4 How do you rate your physical health in the past month?

Very good Good Moderate Bad Very bad

X.5 How do you rate your mental and emotional health in the past month?

Very good Good Moderate Bad Very bad

X.6 Do you currently have any disease(s) or disorder(s)?

NO

YES

If YES, please specify: _____

X.7 Did you ever have any significant injuries that had an impact on your level of functioning?

NO

YES

If YES, please specify _____

X.8 Have you been hospitalized in the last year?

NO

YES

If YES, please specify reason(s) and for how long?

1. _____; ____ . ____ . ____ days
2. _____; ____ . ____ . ____ days
3. _____; ____ . ____ . ____ days

X.9 Are you taking any medication (either prescribed or over the counter)?

NO

YES

If YES, please specify major medications

1. _____
2. _____
3. _____

X.10 Do you smoke?

NO

YES

X.11 Do you consume alcohol or drugs?

NO

YES

If YES, please specify average daily quantity

Tobacco: _____

Alcohol: _____

Drugs: _____

X.12 Do you use any assistive device such as glasses, hearing aid, wheelchair, etc.?

NO

YES

If YES, please specify

X.13 Do you have any person assisting you with your self care, shopping or other daily activities?

NO

YES

If YES, please specify person and assistance they provide

X.14 Are you receiving any kind of treatment for your health?

NO

YES

If YES, please specify:

X.15 Additional significant information on your past and present health:

X.16 IN THE PAST MONTH, have you cut back (i.e. reduced) your usual activities or work because of your health condition? (a disease, injury, emotional reasons or alcohol or drug use)

NO

YES If yes, how many days? _____

X.17 IN THE PAST MONTH, have you been totally unable to carry out your usual activities or work because of your health condition? (a disease, injury, emotional reasons or alcohol or drug use)

NO

YES If yes, how many days? _____

Appendix 2:

GENERAL QUESTIONS FOR PARTICIPATION & ACTIVITIES

The following probes are proposed as a guide to help the examiner when interviewing the respondent about problems in functioning and life activities, in terms of the distinction between capacity and performance. Take into account all personal information known about the respondent and ask any additional probes as necessary. Probes should be rephrased as open-ended questions if necessary to elicit greater information.

Under each domain there are two kinds of probes:

*The first probe tries to get the respondent to focus on his or her **capacity** to do a task or action, and in particular to focus on limitations in capacity that are **inherent or intrinsic features of the person** themselves. These limitations should be direct manifestations of the respondent's health state, without the assistance. By **assistance** we mean the help of another person, or assistance provided by an adapted or specially designed tool or vehicle, or any form of environmental modification to a room, home, workplace and so on. The level of capacity should be judged relative to that normally expected of the person, or the person's capacity before they acquired their health condition.*

*The second probe focuses on the respondent's **actual performance** of a task or action in the person's actual situation or surroundings, and elicits information about the effects of environmental barriers or facilitators. It is important to emphasize that you are only interested in the extent of difficulty the respondent has in doing things, **assuming that they want to do them**. Not doing something is irrelevant if the person chooses not to do it.*

I. Mobility

(Capacity)

(1) In your present state of health, how much difficulty do you have walking long distances (such as a kilometer or more) without assistance?

(2) How does this compare with someone, just like yourself only without your health condition?

(Or: "...than you had before you developed your health problem or had the accident?)

(Performance)

(1) In your present surroundings, how much of a problem do you actually have in walking long distances (such as a kilometer or more)?

(2) Is this problem walking made worse, or better, by your actual surroundings?

(3) Is your capacity to walk long distances without assistance more or less than what you actually do in your present surroundings?

II. Self Care

(Capacity)

(1) In your present state of health, how much difficulty do you have washing yourself, without assistance?

(2) How does this compare with someone, just like yourself only without your health condition?

(Or: "...than you had before you developed your health problem or had the accident?)

(Performance)

(1) In your own home, how much of a problem do you actually have washing yourself?

(2) Is this problem made worse, or better, by the way your home is set up or the specially adapted tools you use?

(3) Is your capacity to wash yourself without assistance more or less than what you actually do in your present surroundings?

III. Domestic Life

(Capacity)

(1) In your present state of health, how much difficulty do you have cleaning the floor of your where you live, without assistance?

(2) How does this compare with someone, just like yourself only without your health condition?

(Or: "...than you had before you developed your health problem or had the accident?)

(Performance)

(1) In your own home, how much of a problem do you actually have cleaning the floor?

(2) Is this problem made worse, or better, by the way your home is set up or the specially adapted tools you use?

(3) Is your capacity to clean your floor without assistance more or less than what you actually do in your present surroundings?

IV. Interpersonal Interactions

(Capacity)

(1) In your present state of health, how much difficulty do you have making new friends, without assistance?

(2) How does this compare with someone, just like yourself only without your health condition?

(Or: "...than you had before you developed your health problem or had the accident?)

(Performance)

(1) In your present situation, how much of a problem do you actually have making friends?

(2) Is this problem making friends made worse, or better, by anything (or anyone) in your surroundings?

(3) Is your capacity to make friends, without assistance, more or less than what you actually do in your present surroundings?

V. Major Life Areas

(Capacity)

(1) In your present state of health, how much difficulty do you have getting done all the work you need to do for your job, without assistance?

(2) How does this compare with someone, just like yourself only without your health condition?

(Or: "...than you had before you developed your health problem or had the accident?)

(Performance)

(1) In your present surroundings, how much of a problem do you actually have getting done all the work you need to do for your job?

(2) Is this problem fulfilling your job requirements made worse, or better, by the way the work environment is set up or the specially adapted tools you use?

(3) Is your capacity to do your job, without assistance, more or less than what you actually do in your present surroundings?

VI. Community, Social and Civic Life

(Capacity)

(1) In your present state of health, how much difficulty do you have participating in community gatherings, festivals or other local events, without assistance?

(2) How does this compare with someone, just like yourself only without your health condition?

(Or: "...than you had before you developed your health problem or had the accident?)

(Performance)

(1) In your community, how much of a problem do you actually have participating in community gatherings, festivals or other local events?

(2) Is this problem made worse, or better, by the way your community is arranged or the specially adapted tools, vehicles or whatever you use?

(3) Is your capacity to participate in community events, without assistance, more or less than what you actually do in your present surroundings?

Appendix 3:

GUIDELINES FOR THE USE OF ICF CHECKLIST VERSION 2.1A

- 1. This is a checklist of major categories of International Classification of Functioning, Disability and Health (ICF) of the World Health Organization . The ICF Checklist is a practical tool to elicit and record information on the functioning and disability of an individual. This information can be summarized for case records (for example, in clinical practice or social work).*
- 2. This version (2.1a) is for use by a clinician, health or social care professional.*
- 3. The checklist should be used along with the ICF full or short version which is scheduled for publication in September 2001. Until then the ICIDH-2 Final Draft, full version, WHO, 2001 will serve as reference document for the ICF checklist. The raters should familiarize themselves with the ICIDH-2 Final Draft by attending a brief educational programme or self-taught curriculum.*
- 4. All information from written records, primary respondent, other informants and direct observation can be used to fill in the checklist. Please record all sources of information used on the first page.*
- 5. Parts 1 to 3 should be filled in by writing the qualifier code against each of the function, structure, activity and participation term that shows some problem for the case being evaluated. Appropriate codes for the qualifiers are given on the relevant pages.*
- 6. Comments can be made regarding any information that can serve as the additional qualifier or that is thought to be significant for the case being evaluated.*
- 7. Part 4 (Environment) has both negative (barrier) and positive (facilitator) qualifier codes. For all positive qualifier codes, please use a plus (+) sign before the code.*
- 8. The categories given in the checklist have been selected from the ICF and are not exhaustive. If you need to use a category that you do not find listed here, use the space at the end of each dimension to record these.*

