Handout 7 - Analysing the Information from the Assessment

The assessment should provide enough information to clearly determine the person’s needs and goals and to determine the most effective possible strategies.

Analysis must consider:

1. The person’s needs

   This can be done using:
   - The application of the assessment checklist (see the CPCC manual for CAP intake assessment form and the guidelines for developing and individual assessment form). The more general description for this type of assessment is a norm referenced assessment
   - Informal discussions with the person, their family and advocates
   - Observations of the person’s skills
   - Assessments by a multi disciplinary team of people such as therapists, nurses, dieticians, orthotists, psychologist, social workers
   - A problem solving approach
   - A review of past programs and assessments where available.

2. The person’s goals. Often goals are complex, therefore it is critical to express the goals in clear and measurable terms. An effective goal is:
   - Measurable
   - Achievable
   - Justified
   - Clearly described ie not vague and not too large.

   An effective goal is also realistic goal. It accounts for the person’s capacity ie the balance between their needs and their abilities and resources. A realistic goal also accounts for the capacity of the service that is working with the person as such:
   - The service’s staff client ratios
   - How much time is needed to work on the need or goal
   - How much money is required to fund the resource or service
   - The skills of staff.

   The goals will also need to be prioritised. The level of priority should be based upon:
   - What the person wants
   - What resources are available
   - How achievable the goals are
   - Immediate and long-term needs.

3. The suitability of the environment and resources that are available.
   This involves exploring the person’s environment and assessing:
   - Is the environment conducive to the persons needs?
   - Can the goals realistically be achieved within their environment?
   - What program already exist that may assist the person? Where is that program located? Is this the best location for them?
   - What special characteristics does the environment have? For example:
     - Is it a group home?
Does it have special physical modifications that will assist the clients?
Is there equipment available to assist them?

- What changes may need to be made to the environment in order to assist the person?
- It may be necessary to assess a range of environments that the person finds themselves in, i.e., their home, education centre, work environments, social environment. All parts of the environment must be conducive to the client's needs and goals.

Consider the case of a young man with paraplegia who is keen to return to his office job after his accident. His home has been appropriately modified, he has all the equipment and care he needs to leave his house and can competently care for himself. His office is accessible and his job has been held for him. However, he needs to catch a train to the city to work but his local station doesn’t have a ramp or a lift to enable him to access the train.

4. **Agency Guidelines and State Disability Service Standards** (see handout 1).