Opportunities for Ohioans with Disabilities

LIFE SKILLS TRAINING (LST) EVALUATION, INVOICE & REPORT

BASIC INFORMATION

SERVICE DETAILS	
Provider Name	
Individual's Name	
Direct Service Staff Name(s) & Initials	
Person Completing Report	
OOD Staff/Contractor	

Authorization #	
Provider Invoice #	
Select Service	$ 0.00
☐ **Bilingual and ETA**	$ 0.00
CNR	$ 0.00
Invoice Date	
Service Start & Service End	
Invoice Total	$ 0.00

Life Skills Training is utilized to enhance safety, independence, and employability of participants. Provider shall develop a plan outlining benchmarks, specific goals, instructional techniques, and estimated timeframes to achieve learning objectives. The service may include the research and development of appropriate tools/equipment needed to achieve specific goals.

Text size will automatically adjust when you tab to the next field. If you need more space for the narrative, please move to the next line and omit the date and times, ETA Level, CNR, Contact Type, and Staff Initials.

Date	Start Time	End Time	Total Units	ETA	CNR	Contact Type	Staff Initials	Summary of contact, including objectives/goals addressed as requested by VR Staff
				N/A	N/A	Select Contact		
				N/A	N/A	Select Contact		
				N/A	N/A	Select Contact		
				N/A	N/A	Select Contact		
				N/A	N/A	Select Contact		
				N/A	N/A	Select Contact		
				N/A	N/A	Select Contact		
				N/A	N/A	Select Contact		
				N/A	N/A	Select Contact		
				N/A	N/A	Select Contact		
Total UOS, Page 1								

Original, unaltered OOD invoice: Yes

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Total UOS, Page 2								

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Recommendations for Equipment and Training

Please provide an itemized list of equipment recommendations including specific features necessary to meet the identified needs. Note: When adaptive equipment is recommended, to the extent possible, the vendor who carries the equipment and the estimated cost should be provided. (See assessment information below.)

LST goal	Recommended equipment (retailer / SKU)
# of training hours recommended:	

BACKGROUND INFORMATION

VRC Referral Questions:

Relevant History

Environmental Factors Affecting Functioning (e.g. family involvement, personal safety, access to transportation, support staff involvement, availability of assistive technology)

Disability Information (e.g. physical limitations, communication barriers, vision limitations, cognitive limitations, sensory limitations)

LIFE SKILLS TRAINING SKILLS ASSESSMENT

Rating Scale

1	**Performs Independently**
2	**Compensates by Other Means (e.g. utilizes alternative methods or accommodations)**
3	**Needs Instruction**
4	**Unable to Perform Without Assistance**

Time Management Skills

Description	Rating scale #	Details
Tells time accurately		
Sets alarm clock		
Makes/keeps appointments		
Follows a schedule		
Cancels appointments as appropriate		
Other		
Summary and other comments, **including benchmarks to be met and outcomes**		

Communication Skills

Description	Rating scale #	Details
Answers and makes phone calls		
Creates and accesses lists of phone numbers and contacts		
Accesses important public information (e.g. weather alerts, Amber alerts)		
Reads/accesses mail		
Makes and accesses personal notes /lists		
Organizes and retrieves personal/work documents		
Accesses other forms of communication (e.g. text messages, video calls, emails, social media communications)		
Other		
Summary and other comments, **including benchmarks to be met and outcomes**		

Personal Management Skills

Description	Rating scale #	Details
Locates and identifies personal items in the bathroom		
Applies makeup/shaves		
Cares for fingernails		
Brushes / blow dries / styles hair		
Oral care		
Independently recognizes when and how to contact 911, doctors, pharmacy, (e.g. accesses routine care)		

Manages additional health needs (e.g. eye drops, hearing aids, first aid)		
Manages and understands medications		
Takes medication appropriately		
Manages diabetic care (measures glucose, administers insulin)		
Other		
Summary and other comments, **including benchmarks to be met and outcomes**		

Clothing Management Skills

Description	Rating scale #	Details
Independently identifies and matches clothing appropriately		
Chooses clothing appropriate for the weather		
Puts on clothing, including using buttons, zippers, snaps, and ties		
Identifies and puts on accessories (e.g. jewelry, watch, tie, etc.)		
Separates clothing for washing		
Operates washer and dryer, and measures detergent		
Cleans lint trap		
Folds, hangs, or organizes clothing		
Irons clothing		
Completes simple clothing repairs		
Other		
Summary and other comments, **including benchmarks to be met and outcomes**		

Financial Management Skills

Description	Rating scale #	Details
Identifies bills/coins in wallet		
Identifies value of currency		
Recognizes how much things cost		
Maintains a bank account		
Independently pays bills		
Fills out physical or digital checks/deposit slips		
Monitors and tracks debit/credit card purchases		
Able to budget and plan for expenses		
Maintains security of banking information, including credit/debit cards, account information		
Able to sign and understands meaning of signature		
Other		
Summary and other comments, **including benchmarks to be met and outcomes**		

Kitchen Safety and Food Preparation

Description	Rating scale #	Details
Organizes dishes and utensils/tools in the kitchen		
Locates / identifies products and ingredients		
Accesses written directions/ recipes		
Independently prepares simple meals		
Safely pours cold / hot liquids		

Uses safe knife skills for chopping, slicing, peeling, cutting		
Locates and cleans spills / dropped objects		
Measures/mixes wet and dry ingredients		
Sets timer for cooking		
Safely uses stove top / oven		
Independently operates microwave and other appliances		
Maintains food safety (e.g. determines doneness of food, expiration, and age of food)		
Able to safely store food (maintaining safe temperatures, closing packaging to preserve freshness)		
Independently washes dishes in sink or dishwasher		
Tracks and Identifies items needed to be purchased		
Creates a grocery list		
Locates / purchases groceries from shopping list in store or online		
Reacts appropriately to alarms (e.g. smoke detector, carbon monoxide detector)		
Other		
Summary and other comments, **including benchmarks to be met and outcomes**		

Household Management Skills

Description	Rating scale #	Details
Eliminates safety hazards (e.g. half open doors, obstacles,		
Sweeps / mops / vacuums thoroughly		

Dusts / cleans surfaces thoroughly		
Cleans mirrors / windows		
Cleans sink / bathtub / toilet		
Changes bed linens		
Identifies, purchases, and safely uses cleaning supplies (e.g. chemical safety)		
Disposes of trash		
Completes outdoor chores		
Completes routine repairs (e.g. changing light bulb, tightening screws, unclogging drain)		
Follows landlord's rules		
Feeds and cares for pets or service animal		
Safely cares for child / dependents		
Other		
Summary and other comments, **including benchmarks to be met and outcomes**		

Indoor Navigation/Safety

Description	Rating scale #	Details
Navigates independently in home environment		
Detects obstacles, furniture, and other people in path		
Locates needed items and objects		
Uses appropriate protective techniques		
Uses human guide skills as needed		
Independently exits home in case of emergency		
Independently accesses adequate shelter in weather emergency		

Other		
Summary and other comments, **including benchmarks to be met and outcomes**		

Self Advocacy

Description	Rating Scale #	Details
Understands and accesses advocacy groups and community resources (e.g. county board of DD, Centers for Independent Living, Community Centers for the Deaf, etc.)		
Understands basic ADA rights		
Communicates and advocates for own basic disability related assistance (e.g. asking for an interpreter, reader, and other accessibility needs)		
Understands how to react appropriately in various emergencies (who to call, where to go, what to do)		
Able to establish other community connections (e.g. recreation, voting, etc)		
Other		
Summary and other comments, **including benchmarks to be met and outcomes**		