

Electronic Aids to Daily Living (EADL) Evaluation Form Manual

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Table of Contents

Introduction.....2

Evaluation Instructions – Eval Form Page 1.....3

Evaluation Instructions – Eval Form Page 2.....5

Evaluation Instructions – Eval Form Page 3.....7

Evaluation Instructions – Eval Form Page 4.....11

Evaluation Instructions – Eval Form Page 5.....13

Evaluation Instructions – Eval Form Page 6.....15

Appendix – Copy of EADL Evaluation Form

Please note there is an electronic version available – go to www.ImproveAbility.com/EADL to download.

Introduction

The purpose of this evaluation form is to provide a method of gathering information and gathering details needed to specify an Electronic Aids to Daily Living (EADL) system.

This instruction manual corresponds with the “EADL Evaluation Form,” and will follow the format of that form accordingly.

Tools Required:

In order to perform this assessment you will need:

- Copy of the EADL Evaluation Form – printed or electronic (can be filled out on any computer or mobile device)
- Device to take pictures – it is required that pictures be submitted with the evaluation form in order for ImproveAbility to provide a quote for equipment.

EVALUATION INSTRUCTIONS

Evaluation Page 1

Contact Information:

Please provide full contact information for the veteran. This is the information that is needed to provide a quote. Also, ImproveAbility may need to contact the veteran to clarify information. If the veteran is not able to communicate via email or phone, please provide the best contact person. If no separate contact person is listed, ImproveAbility will assume that the veteran is the person to contact.

Disability Information:

Please list the primary and any secondary major disabilities. Also, an approximate height and weight is helpful to know.

Functional Limitations of Veteran:

This section is a place to jot down information on functional limitations. As with all sections of this form, this is meant to ensure that something does not fall through the cracks. This is not meant to take the place of a full OT/PT evaluation of functional abilities, but just to provide basic information to provide a picture of the veteran's abilities. If there is a recent OT/PT evaluation available that covers this information, feel free to simply attach that documentation. Please note somewhere in this section that an OT/PT evaluation is being attached.

Mobility Device Information:

It is important for ImproveAbility to know what mobility devices the veteran uses. This is critical information for mounting purposes.

Most wheelchairs have the model printed on the frame. If at all possible, please provide the serial number of the wheelchair. The serial number is usually printed somewhere on the chair.

It is important to determine if a new wheelchair is on the horizon as different manufacturers have different options for integrating into EADL systems and needed mounting hardware

Note any unusual features of the wheelchair.

Example of Pictures Needed



Picture of Wheelchair Model Number



Front, Side (prefer R and L views), Back of Wheelchair

Evaluation Form Page 2

EADL Priorities/Overall System Information:

There are many options available and it can be helpful to understand the priorities of the veteran. A short statement explaining why EADLs are being requested can help ImproveAbility to ensure that top priorities are covered. ImproveAbility will always try to make sure that all items requested can be included in the system, but sometimes this is not technically possible. If ImproveAbility is not able to incorporate all requested items, ImproveAbility will consult with the evaluator and/or the veteran to make sure the system meets expectations.

For example, for some veterans, television control is the main purpose. But for others, TV control may not be important, and light control may be more of a priority. This is helpful to know.

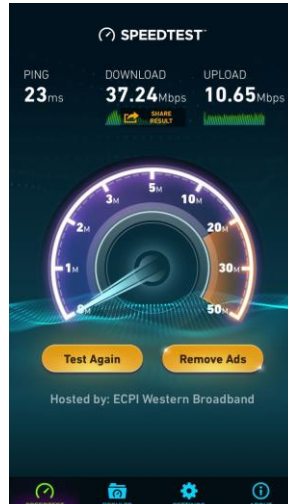
Understanding where the veteran is in the home is helpful. Some veterans spend all time at home in bed in their bedroom. Others will be up in their wheelchair all day in the living room, and may only be in bed at night to sleep. Some veterans will be up in their wheelchair for a number of hours, and then spend an extended period of time in bed.

For some veterans, bed time is just for sleeping, and being able to control all of the EADL features from bed is not important. But, for others, when in bed they will want to operate EADL functions. Understanding these needs will allow ImproveAbility to specify the correct equipment.

Internet/WiFi/Power

Some EADL options use the internet to operate. Understanding the reliability of the internet signal throughout the home will determine what equipment is needed to operate the system. For example, some veterans may live in rural areas where internet service is not available, slow, and/or not reliable. For these veterans, ImproveAbility would not want to use a system that needs internet to operate.

It is helpful to get the speed of the internet to know if some items will be able to run in the home. The easiest way to determine internet speed is to use the free website/app – www.speedtest.net. Any device that can be connected to the veteran's home WiFi signal can be used to get the upload and download speed. A screen shot can be used to save this information and write in the data in the form. It is helpful to test the internet speed in multiple locations. If the veteran knows of areas of the home that do not get good internet signal, the speed should be tested in these locations. Feel free to include screen shots of the internet speed in multiple locations. Note the slowest speed on the form.



Example Screen Shot of Internet Speed

Knowing if the home experiences frequent power outages is important to plan for how items such as door openers and deadbolts would be operated in case this were to happen.

Access to System

There are many ways the veteran can access EADLs. Understanding the veteran's preferences can ensure ImproveAbility provides a system that meets expectations. Most systems provide a number of access options, but knowing the veteran's first preference is helpful.

Existing Equipment

Whenever possible, it is preferred to utilize the veteran's existing equipment to access the EADL system. Knowing what equipment the veteran already owns will allow ImproveAbility to take full advantage of this and not duplicate equipment in our quote.

Mounting Needed

Mounting is an often overlooked, but critical piece of a successful EADL system. If the veteran is not able to see or to access his devices, then the EADL system is useless. There are many options available to suit the veteran's needs. Please note the need and ImproveAbility will determine the most appropriate solution. If there are any specific notes particular to mounting that ImproveAbility should be aware of, please note here.

Veteran's Level of Tech Savvy/Knowledge:

This is a way to have the veteran gauge their technology acceptance/aversion. There are options that are more appropriate for technology adverse veterans vs veterans that are very tech savvy and willing to learn a number of new systems.

Evaluation Page 3

The following pages are simply for gathering information about items to be controlled in the EADL system. If any items are not to be included in the EADL system, simply skip those sections. But, for any items that should be included, please provide the requested information and pictures so that appropriate equipment can be specified.

Telephone Access:

If the veteran owns a mobile phone, this section will help assess needed equipment to provide full access, if needed. Some veterans are able to use their mobile phone when up in their wheelchair, but not when in bed. This is important information to note as the mobile phone may be the access method for the EADL.

It is important to know the make and model of the mobile phone as well as the OS (operating system) version. For smart phones, this information can be found through these steps:

- For iPhones, go to Settings, General, About
 - o In the list, there is “Model”, this is the Make and Model – write down this information, for example “MQ7V2LL/A”
 - o In the list, there is “Version”, this is the OS Version – write down this information, for example “11.3”
- For Android phones, swipe down from the top of the screen, and go to settings
 - o There is a menu item called “About Phone”
 - In this section the model number should be listed as well as the Android Version. The Android Version is the OS Version. Note this information on the form.

More and more people do not have landline phone access. But, some still do and may want to incorporate this into their EADL system. Landline service means the ability to plug in a hard-wired telephone cord. This can be service through the cable company or the phone company. If a telephone cord can be connected to get a dial tone, ImproveAbility is considering that landline phone service. In rural areas where mobile phone service is not robust, providing landline phone access can be a useful safety consideration.

With regard to landline phone access, some veterans will want to mainly use the landline as their telephone. This is what is meant by “full landline access.” The veteran may only want the ability to call preprogrammed numbers through the landline as a method of emergency access. This is an alternative to full landline phone access.

For full landline access, the veteran needs to be in the same room as the landline phone. Please note if there is a telephone jack in the room where the veteran will be accessing the landline phone.

Swinging Doors

It is possible to provide automatic operation of swinging doors, remote lock/unlocking, as well as intercom service. This is typically provided for exterior doorways. Not all doors need all controls. These questions will let ImproveAbility know what functions are needed for each door.

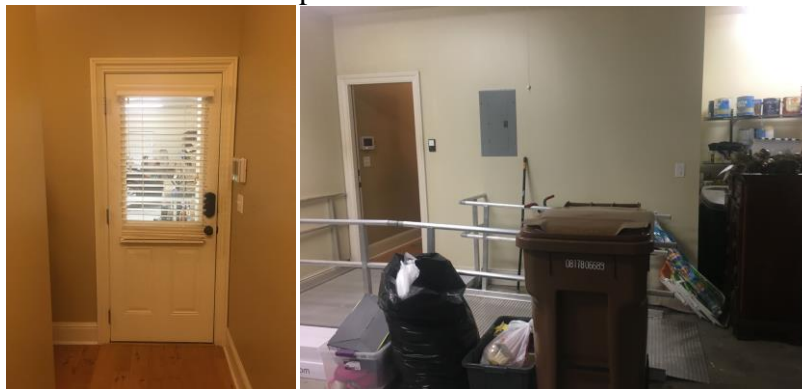
For each door, please note its location, such as “front door,” “back patio door,” “garage door,” etc. Answer the questions to let ImproveAbility know what functions are needed for each door. The veteran may not need total automation of every door. If a door does not have an accessible path, it may be that only remote lock/unlocking is requested.

For any doors that independent open/close is requested, open the door a full 90 degrees. Does the door catch or get stuck at all along the path? If so, please check “No” to “Does door swing freely with no resistance at all?” The door will need to be repaired by ImproveAbility before an automatic door opener can be installed. Automatic door openers can only be used on doors that swing freely with no resistance, and the door must be able to open all the way to 90 degrees.

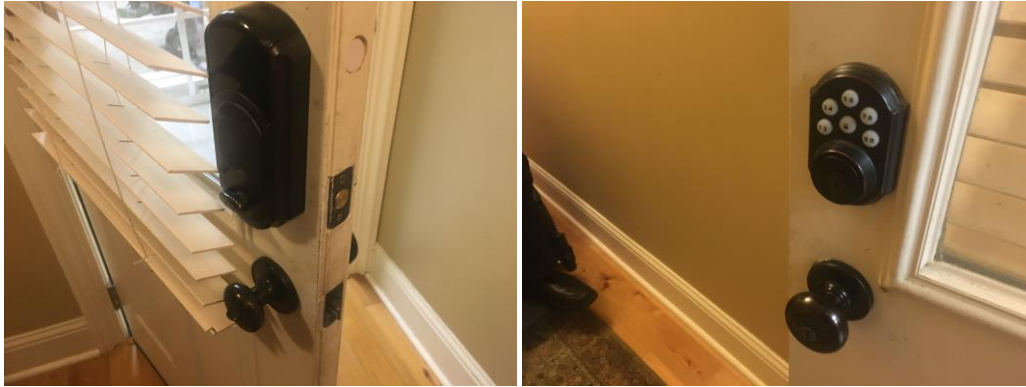
Please note that automatic door openers only operate the door. They do not operate screen or security doors that may be installed. In order to provide independent access, screen doors or security doors will need to be removed.

For example, often the door that is accessible to the veteran for entering/exiting the home is the garage door (the door leading from the garage to the main part of the home). For this door, the veteran would benefit from independent open/close and lock/unlock. But, in this example, the door that visitors use may be the front door. The veteran may not need independent open/close, but simply the ability to remotely lock/unlock and possibly view visitors. For each door, note what functions are needed.

Example of Pictures Needed



Overall Inside and Outside of Door



Close Up of Knob Inside and Outside



Close Up of Latch Receiver in Door Jam and Latch on Edge of Door

Garage Overhead

It is possible to provide access to a garage overhead door. If this is to be included in the system, let ImproveAbility know.

Example of Pictures Needed



Motor – showing Plug in Ceiling

Picture Showing Model #



Pictures of Front and Back of Garage Overhead Door Remote

Cameras

There are a number of reasons that cameras may be requested for the EADL system. Here are a few:

- For caregivers to check in on veteran (interior of home)
- For veterans to observe activity outside the home for safety purposes
- For veterans to view visitors approaching their home.

Let ImproveAbility know what areas of the home cameras are requested. Some systems allow for recording capability. Depending on the system chosen, the veteran may be responsible for fees for recording – ImproveAbility will discuss this with the veteran before choosing a camera system.

Attendant Call

Often veterans would benefit from a method of quickly calling for help for a caregiver. It is possible to provide an attendant call system where the veteran can get a caregivers attention separate from their mobile phone. This can be a simple push button or can be switch adapted if needed. Please note the needs here. The attendant call can be something that is operated separate from the EADL and/or incorporated into the EADL system. It is possible to use power wheelchair drive controls to operate the attendant call.

It is also possible to add an alarm feature to the EADL system. This may be needed if the veteran does not have a switch site outside of what is being used for the EADL system. For example, for veterans with ALS, if they have lost all reliable physical movement, they may be using their AAC device as the access to the EADL system. In this case, there may be no switch access possible outside of the EADL system, and therefore adding an alarm to the EADL would be the way to go.

Evaluation Page 4

Light/Appliance Control:

Practically any overhead fixture, light bulb, or plug in item can be incorporated into an EADL system. This section will provide the info so ImproveAbility can specify the equipment properly.

It can be overwhelming to note all items to be controlled, so the form breaks down the items by room.

For each room please note the number of the following to be controlled:

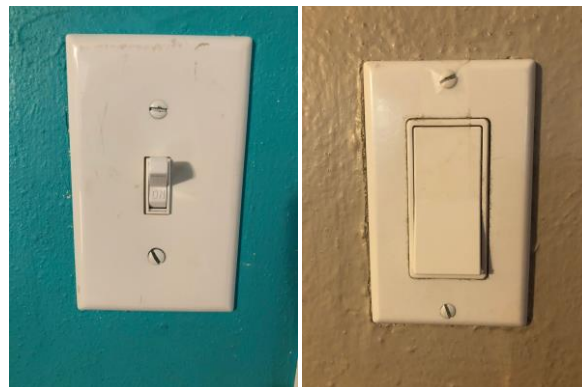
- Bulbs – if the veteran has lamps that take standard size bulbs, these can be controlled. By controlling the bulbs, the veteran will have dim control as well as on/off control.
- Plugs – any item that plugs into the wall can be provided with on/off control. Please note that this type of control is the same as plugging/unplugging the item from the wall. Test the item to ensure that the item comes back on after it is plugged back in. These modules can be used for a simple stand up fan, space heater, or other plug in appliance.
- Switch Modules – these are wall switches that can be replaced with switches that the veteran can operate via the EADL system.
 - o Dimmer switch modules are switches that are attached to DIMMABLE light fixtures that will provide on/off control as well as dimming control. **DO NOT USE THIS TYPE FOR FIXTURES WITH COMPACT FLOURESCENT BULBS OR OTHER NON DIMMABLE BULBS**
 - o On/Off switch modules are switches that operate overhead fans and light fixtures that will provide on/off control.
 - o Auxiliary switch modules are for single fixtures that are operated by more than one switch.

For example, if the room has an overhead fan that is controlled by two switches in the room, include one on/off switch module and one auxiliary module.

For example, if a hallway overhead light is controlled by a total of three switches in the hall, include one dimmer switch module and two auxiliary switch modules.

For each room, the total number of switch modules requested should be the same as the number of switches in the room.

Please note the switch style:



Standard

Decorator

Entertainment Control

Most veterans would like to be able to control their entertainment system. The following questions will allow ImproveAbility to specify the proper equipment for what is being requested.

With regard to cable systems, it is important to establish if the remote that the veteran is using is IR (infrared based). The easiest way to determine this is to go behind a wall and attempt to operate the cable system (making sure the remote is not pointing towards the system in anyway. IR remotes require “line of sight” meaning that the IR light that they emit has to be able to be detected by the cable box. Some remotes are RF (radio frequency) meaning that from behind a wall, the system still responds to commands from the remote. If it is determined that the remote is RF and not IR, the veteran will need to contact their cable company to obtain an IR remote.

Please note the brand of the TV. If the TV is a Smart TV, meaning that the TV itself can connect to the internet and stream content, please note this. Also, please note any of the smart TV functions that the veteran currently uses.

If the veteran has other entertainment components, such as a Roku box, Apple TV, or anything else connected to the system please note it.

It is important for the veteran to have or to find the original remote to the components, as they will be required for programming.

Evaluation Page 5

HVAC

HVAC (heating, ventilating, and air conditioning) controls are frequent requests of veterans for EADL systems. By providing independent HVAC controls, caregiver load can be decreased and the veteran can be comfortable throughout the day.

Please note that some homes have multiple thermostats to control different zones of the home. Please note how many total thermostats are in the home and how many the veteran needs control over.

Picture Examples for Thermostats



Most thermostats have a cover that can easily pop off so that the wires can be seen. When taking pictures of the thermostat wires, try to make sure that all of the detail can be seen. Please zoom in on the picture to verify this information.

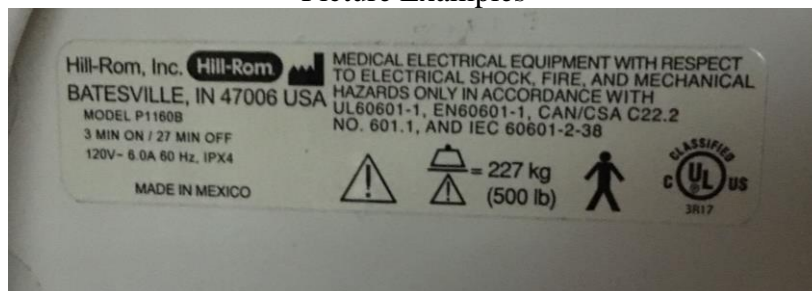
Some window A/C units can be incorporated into EADL systems. By providing model number and pictures of the system and pictures of the remote, ImproveAbility can determine if this is possible.

Bed/Lift Chair

It is possible to provide bed control for those that cannot press buttons on the built in remotes. Some lift chairs also have the ability to be controlled via an EADL system.

It is very important to get the Make and Model of the bed or lift chair. ImproveAbility cannot determine if the item can be controlled without this information.

Picture Examples



Model of Bed



Front of Pendant



Back of Pendant



Pic of Pendant Pins

To get the picture of the pendant pins, follow the wired pendant to the frame of the bed. Sometimes the end of the pendant is tied to the frame, but it can be separated enough to get a quality picture of the pins. The picture of the pins is most critical.

Another Picture Example



Miscellaneous Items

If there are any other items that the veteran would like control over, please list them here and provide as much detail as possible. Be sure to take overall and detail pictures of any miscellaneous items.

Evaluation Page 6

Any Additional Notes on EADL

Use this section to note any additional information that may be helpful in making sure that ImproveAbility fully understands the veteran's needs.

Pictures Needed

DO NOT BE AFRAID OF TAKING TOO MANY PICTURES – if in doubt, take a picture. The requested pictures listed below are required for ImproveAbility to quote out equipment properly, but feel free to include as many pictures as needed so that ImproveAbility can understand the layout of the space where the EADL will be used.

Please see the form for the list of pictures required for different items.

Appendix

Date of Evaluation: _____

Veteran's Name: _____ Last 4: _____

Address: _____

Contact Person: _____ Relationship: _____

Phone Number: _____ Email: _____

Primary Disability: _____ Date of Onset: _____

Secondary Disability/Illness: _____ Date of Onset: _____

Veteran's Height: _____ Veteran's Weight: _____

Functional Limitations of Veteran:Upper Extremities: No Limitation Impairment: _____Lower Extremities: No Limitation Impairment: _____Sensation: Full Sensation Areas of Decreased Sensation: _____Head/Neck Movement: No Limitation Impairment: _____Voice: Strong and Clear Often Hoarse Not Able to Project Short of Breath Other Issue with Voice: _____Hearing: No Impairment Moderate Loss Severe Loss, Hearing Aids Yes NoVision: No Impairment, Vision Problems: _____Glasses Yes No Bifocals Yes No Contacts Yes No**Mobility Device Information:**

Which of the following does the veteran own and use on a regular basis?

 Power Wheelchair Manual Wheelchair Scooter Walker Cane

Primary Mobility Device: Model #: _____ Serial #: _____

Approximately what date did the veteran obtain this device?: _____

Secondary Wheelchair: Yes No, Model #: _____ Serial #: _____Is the veteran planning on obtaining any new mobility devices soon? Yes No

If so, explain: _____

EADL Priorities/Overall System Information

Top EADL Priorities/Reason for Evaluation: _____

Where does veteran spend the majority of the day? _____

Hours in Bed: _____ Hours in Wheelchair: _____

In bed, does the veteran want to operate full EADL? Yes No

Who else lives in the veteran’s home?: _____

Does the veteran have personal care attendants? Yes No

Is the veteran ever home alone? Yes No For how long? _____

Internet/WiFi/Power:

Is there reliable high speed internet throughout the home? Yes No

If no, provide details: _____

WiFi Speed: Upload _____Mbps Download _____ Mbps

Does the home experience frequent power outages? Yes No

Access to System:

How would the veteran prefer to access the EADL system? (Main preference)

Voice Switch Touch Screen

Use existing equipment with EADL? Yes No

Existing Equipment:

AAC Device – Make and Model: _____

Tablet – Make and Model: _____

Mount – Make and Model: _____

Other – Make and Model: _____

Mounting Needed: Locations where the veteran will need to see and access the EADL system.

Wheelchair Mount Bed Mount Other Mount Location: _____

Mount notes: _____

Veteran’s Level of Tech Savvy/Knowledge

1 2 3 4 5 6 7 8 9 10

Scared of Technology

Comfortable with Basics

Very Tech Savvy

Computer Expert

Telephone Access: Include in System? Yes No

Does the veteran own a mobile phone? Yes No

Is the veteran **currently** able to fully access their mobile phone when in their wheelchair?
 Yes No

Is the veteran **currently** able to fully access their mobile phone when in bed? Yes No

Make and Model of Mobile Phone: _____ OS Version: _____

Is there a landline service at the home? Yes No

If yes, Full Landline Phone Access or Preprogrammed Numbers Only

Landline service through internet provider? Yes No

Is there is telephone jack in the room(s) where the veteran wants telephone access? Yes No

Swinging Doors: Include in System? Yes No

Door #1: _____ Independently Lock/Unlock ONLY? Yes No
Door location

Independently Open/Close? Yes No Independently View to Visitors at Door? Yes No
Does door swing freely a full 90 degrees with no resistance at all? Yes No

Door #2: _____ Independently Lock/Unlock ONLY? Yes No
Door location

Independently Open/Close? Yes No Independently View to Visitors at Door? Yes No
Does door swing freely a full 90 degrees with no resistance at all? Yes No

Door #3: _____ Independently Lock/Unlock ONLY? Yes No
Door location

Independently Open/Close? Yes No Independently View to Visitors at Door? Yes No
Does door swing freely a full 90 degrees with no resistance at all? Yes No

Garage Overhead: Include in System? Yes No

Independently Operate Overhead Garage Door Opener? Yes No

Cameras: Include in System? Yes No

Number of Cameras: _____ Recording Capability? Yes No (may have fees)

Location of Additional Cameras:

Attendant Call: Include in System? Yes No

Does the veteran need independent attendant call? Yes No, Switch Adapted? Yes No

Integrated into EADL? Yes No Use drive controls to activate? Yes No

If No, Alarm in EADL? Yes No

Light/Appliance Control: Include in System? Yes No

Room #1: _____ # of Bulbs to Control: _____ # of Plugs to Control: _____
Room location

Number of Switch Modules to be controlled:

Dimmer: _____ On/Off: _____ Auxiliary: _____
Total number should account for all wall switches in room.

Switch Style: Standard (small switch) Decorator (paddle style)

Room #2: _____ # of Bulbs to Control: _____ # of Plugs to Control: _____
Room location

Number of Switch Modules to be controlled:

Dimmer: _____ On/Off: _____ Auxiliary: _____
Total number should account for all wall switches in room.

Switch Style: Standard (small switch) Decorator (paddle style)

Room #3: _____ # of Bulbs to Control: _____ # of Plugs to Control: _____
Room location

Number of Switch Modules to be controlled:

Dimmer: _____ On/Off: _____ Auxiliary: _____
Total number should account for all wall switches in room.

Switch Style: Standard (small switch) Decorator (paddle style)

Additional Items to Control: # of Bulbs to Control: _____ # of Plugs to Control: _____

Number of Switch Modules to be controlled:

Dimmer: _____ On/Off: _____ Auxiliary: _____
Total number should account for all switches in room.

Switch Style: Standard (small switch) Decorator (paddle style)

Entertainment Control: Include in System? Yes No

Room #1: _____ Cable Provider: _____ IR Remote? Yes No
Room location

TV: Yes No Brand: _____

Smart TV? Yes No, Need Access to Smart TV Functions? Yes No

Explain Smart TV Functions Used: _____

Have Original Remote: Yes No

DVD/BluRay: Yes No Brand: _____

Have Original Remote: Yes No

Stereo: Yes No Brand: _____

Have Original Remote: Yes No

Other entertainment components to be controlled: _____

Entertainment Control Continued:Room #2: _____ Cable Provider: _____ IR Remote? Yes No
Room locationTV: Yes No Brand: _____Smart TV? Yes No, Need Access to Smart TV Functions? Yes No

Explain Smart TV Functions Used: _____

Have Original Remote: Yes NoDVD: Yes No Brand: _____Have Original Remote: Yes NoStereo: Yes No Brand: _____Have Original Remote: Yes NoOther entertainment components to be controlled: _____
_____**HVAC: Include in System?** Yes NoIndependently control the central heating/cooling system? Yes No

How many thermostats? _____ How many to have control over? _____

 Window Unit? Model #: _____**Bed/Lift Chair: Include in System?** Yes NoDoes the veteran need alternate control of a Bed or Lift Chair? Yes No

Make and Model of Bed/Lift Chair: _____

Wired Remote? Yes No**Miscellaneous Items:**Does the veteran have any other items not listed that they want control over? Yes NoNotes: _____

Any Additional Notes on EADL:

Pictures Needed: Try to get good lighting for pictures and make sure pictures are in focus so that details can be seen.

DO NOT BE AFRAID OF TAKING TOO MANY PICTURES – if in doubt, take a picture. The requested pictures listed below are required for ImproveAbility to quote out equipment properly, but feel free to include as many pictures as needed so that ImproveAbility can understand the layout of the space where the EADL will be used.

- Veteran seated in primary mobility device – front view, right and left side view, back view
 - Picture showing wheelchair model printed on wheelchair
 - Picture showing wheelchair serial number printed on wheelchair
 - Pictures of secondary mobility device, if present
 - Pictures of rooms where any items are to be controlled
 - Screen Shots of Wireless Speed – may test multiple locations if veteran notes dead zones.
 - Pictures of any existing mobile devices or communication devices that the veteran would like to use
 - If using existing AAC, take pictures of front and back of device
 - Close up/detail pictures on any mounting locations
- For each swinging door that is being requested for an automatic door opener:
- Full door picture – inside and outside - showing full door from top to bottom
 - Close up of door knob – inside and outside
 - Close up of latch receiver in door jam and latch on edge of door
 - Picture showing closest outlet location.
 - If requesting video intercom, take picture showing current overall doorbell location and close up of existing doorbell.
- For any deadbolts to control – close ups of existing door knob/deadbolt – inside and outside
 - Close up of latch receiver in door jam and latch on edge of door
 - For garage overhead door
 - Pictures of motor showing model number and plug in ceiling for power
 - Pictures of existing remote control – front and back
 - Picture of any preferred camera locations. Make sure to provide context pictures as well as and close ups.
 - If requesting video intercom/additional cameras – screen shot of WiFi speed at most remote location
 - Overall pictures of all walls of rooms where lights or appliances are to be controlled. If there are any unusual fixtures, be sure to get close ups.
 - Pictures of entertainment systems to be controlled. Close ups on any unusual features.
 - For central heating/air - Picture of wires underneath thermostat cover
 - Pictures of outside of thermostat
 - Pictures of model number, if possible
 - For window units – picture of unit, picture of remote control (front and back) if present
 - Bed overall pictures for mounting information – wide shots of the entire bed from different angles so ImproveAbility can consider mounting options.
- If requesting bed and/or lift chair control
- Picture of model number/name printed on bed
 - Picture of control pendant – front and back
 - Follow the pendant wire along the bed, unplug it from the bed and take a picture of the connector.
 - Picture of the end of the connector showing wires/pins.
- Pictures of any other items that the veteran would like to control.
 - Front and back of any exiting remote controls

Evaluator: _____

Phone: _____ Email: _____