

**Department of Social Welfare and Development
NATIONAL CAPITAL REGION**

REGIONAL ADMINISTRATIVE ORDER

No. **1062**

Series of 2011

**GUIDELINES ON THE USE OF THE ENHANCED REHABILITATION
INDICATOR OF ELSIE GACHES VILLAGE**

I. RATIONALE

With its vision that children with special needs are able to use to the maximum their limited capabilities, Elsie Gaches Village (EGV) provides rehabilitation services for the improvement of the physical and mental conditions as well as enhancement of the psychosocial adjustment of the mentally challenged individuals with the end goal of mainstreaming them into the society. Multidisciplinary efforts are enlisted to come up with planned results equated with rehabilitation. With the interplay of various helping teams rehabilitation takes varied pictures or conditions of well being. Concepts of rehabilitation varies in each discipline concerned in helping clients in areas such as health, nutrition, education, medical, vocational, psychological and other services.. For these discipline to measure results of their intervention, there is a need to have a common understanding of the conditions of optimum functioning wherein helping goals are achieved. To provide guidance, direction and common understanding in determining conditions of rehabilitation specific to clients of Elsie Gaches Village this Guidelines is hereby formulated.

II. LEGAL BASES

The Philippine Constitution in the Declaration of Principles and State Policies mandates that the State shall promote social justice in all places of national development: it is the policy of the State under the 1987 Constitution of Philippines to protect the rights of persons with disabilities (PWDs) and promote their welfare and development

Republic Act No. 7277 otherwise known as the Magna Carta for Disabled Persons and its Implementing Rules and Regulations affirms and mandates the rehabilitation, development, self reliance and integration into the mainstream of society. The Act also directs the national and local government agencies to implement programs and services to ensure the participation of Persons with Disabilities (PWDs) in all aspects of community life.

Republic Act No. 9442, An Act Amending Republic Act No. 7277, Otherwise Known as the "Magna Carta for Disabled Persons and for Other Purposes"

Department Administrative Order # 35, Series of 2003 Rehabilitation Indicator describes the conceptual framework of Rehabilitation Indicators. The AO also defined the indicators of rehabilitation of various client categories of the DSWD.

III. DEFINITION OF TERMS

The following terms are defined for the purpose of these guidelines:

Rehabilitation refers to the process of transformation from a dysfunctional to a state of renewed functional condition where clients show competence in the performance of one's roles.

Rehabilitation Indicators refers to the descriptive characteristics that serve as measures of the total well being of clients and the changes resulting from intervention process at a given period of time.

Areas of rehabilitation refer to the fields/factors that are being studied and where one expect changes to happen to an individual. This includes the following: Physical, psychosocial/behavioral, economic/vocational and client's placement

Levels of functioning refer to the observable situations or conditions manifested by an individual relative to his/her endowed capabilities and capacities. These are level 1, Level II and Level III.

IV. OBJECTIVES

General: To provide service providers with a guide on the measurement of the level of functioning in the physical, psychosocial development, economic/vocational productivity and placement of the mentally challenged clients of Elsie Gaches Village.

Specific:

1. To provide a clear description and understanding of clients' level of functioning;
2. To serve as basis for evaluation of interventions being provided to clients; and
3. To serve as a guide in the formulation of clients' rehabilitation plan.

V. DESCRIPTION

Elsie Gaches Village' Rehabilitation Indicators are categorized into four areas or factors that are being studied and where one expects change to happen to an individual. These areas include: 1. Physical Indicators consisting of health and nutrition; 2. Psychological/Behavioral Indicators consisting of: Competence in Activities of Daily Living (ADL); Interpersonal Relationship: Challenging Behavior; Trauma of Abuse; 3. Pursuit of Education/Productivity Skills; and 4. Placement Indicator.

Based on the Rehabilitation Indicator these areas are further described in three levels of conditions namely: Level I, Level II, and Level III. These Levels show transformation from severely inadequate to a high level of functioning.

Level I is a condition wherein client is very dependent to the services and care of care providers for daily needs and subsistence. This is also described as Severely Inadequate Functioning.

Level II is a condition wherein client is capable to perform simple tasks relative to ones personal needs and other center activities; indicates an improved condition compared to Level I. This level is also referred to as Inadequate Functioning.

Level III is a condition wherein client is able to perform the minimum requirement to a standard in accord to norms of given situation /task/activities. Minimum to no supervision could be expected. This level is also referred to as Adequately Functioning.

As indicated in the Department Administrative Order (AO) No. 35, Series of 2003, rehabilitation is said to have been achieved when the services/objectives have been met. As indicated in the AO each client has a treatment plan indicating expected outputs or rehabilitation indicators as a result of the attainment of the overall objectives for clients.

VI. ASSESSING THE LEVEL OF FUNCTIONING

In determining the level of functioning, we consider its four areas and its sub-areas. Each has a corresponding description on a progressing condition or level, as Level I, Level II, or Level III. Each description is given a score of one point under Level I; two points each in descriptions under Level II; and three points each of the descriptions under level III. Add all the scores given in each of the 3 columns. Divide the sum by the total number of variables considered. The resulting average of the scores of indicators considered in the assessment of clients' will determine their level of functioning as shown in the table below.

LEVEL	AVERAGE SCORE	ADJECTIVE DESCRIPTION
I	1 – 1.66	Severely Inadequate Functioning

LEVEL	AVERAGE SCORE	ADJECTIVE DESCRIPTION
II	1.67 – 2.33	Inadequate Functioning
III	2.34 - 3	Adequately Functioning

VII. GENERAL POLICIES

The following policies shall be observed in the use of the set of Rehabilitation Indicators of Elsie Gaches Village:

1. Upon intake, the initial assessment of the functioning or condition of clients shall be taken using the prescribed Rehabilitation Indicator form.
2. Assessment of the level of functioning of the clients shall be evaluated every six months.
3. The Social Worker as the case manager shall be responsible for gathering inputs from members of the rehabilitation team in assessing the condition of client/s at a designated period of time during a case conference. Said inputs shall be the basis of evaluating rehabilitation goals for every client.
4. Monitoring on the use and results of the Rehabilitation Indicator as tool in evaluation and determining progress of clients shall be undertaken at least on a quarterly basis.
5. The Head Social Worker shall monitor compliance on the use of the Rehabilitation Indicator, facilitate evaluation of its effectiveness and submit to the Field Office a report on its implementation and the rehabilitation of clients. Likewise, the Head Social Worker shall coordinate with the Field Office on areas needing capability building and technical assistance for the staff.
6. A report on the status of rehabilitation of clients shall be submitted to the Field Office on the 20th day of the last month of the semester.

VIII. EFFECTIVITY

This order takes effect immediately upon its approval. Issued in the City of Manila this 29th day of December 2011.


MA. ALICIA S. BONOAN
Regional Director

**Department of Social Welfare and Development
National Capital Region**

ELSIE GACHES VILLAGE

Indicators of Rehabilitation

Client: _____
Case Number _____

Name/Signature of SWO _____
Date of Evaluation: _____

AREAS	Levels of Functioning		
	Level I	Level II	Level III
I. Physical Indicator/ Health and Nutrition A. Health B. Nutrition	<input type="checkbox"/> Suffering from any diagnosed illness or condition <input type="checkbox"/> Below Normal <input type="checkbox"/> Overweight	<input type="checkbox"/> Recovering from ailment /Improved Health condition <input type="checkbox"/> weight increase <input type="checkbox"/> Weight reduced	<input type="checkbox"/> In good physical health : <input type="checkbox"/> Normal nutrition <input type="checkbox"/> Normal nutrition/desired weight attained
II. Psychosocial/Behavioral Indicator A. Competence in various aspects of Activity of Daily Living (ADL) B. Interpersonal Relationship C. Challenging Behavior (CB) D. Trauma of abuse/deprivation E. Pursuit of Education	<input type="checkbox"/> totally dependent to care giver in the performance of various aspects of ADL <input type="checkbox"/> Non-participative: <input type="checkbox"/> Identified Challenging behavior (CB)/ persisted in spite of intervention <input type="checkbox"/> Manifest behavior consistent with either a narrated traumatic experience or from findings of competent authority	<input type="checkbox"/> Minimum performance of various aspects of ADL <input type="checkbox"/> Starts to gain friends : shows interest with others: <input type="checkbox"/> Controlled/lessened incidence of CB <input type="checkbox"/> Lessened incidence of manifested behavior <input type="checkbox"/> irregular attendance and	<input type="checkbox"/> Able to perform various aspects of ADL independently with minimum help <input type="checkbox"/> relates with peer/ adults: shares experiences/participates in social activities <input type="checkbox"/> Non-occurrence of challenging behavior within the 6 months period <input type="checkbox"/> Managed to maintain resiliency over the difficult experience <input type="checkbox"/> Regularly attending classes and activities

III. Economic Indicator/Integration into Productivity skills activity	<input type="checkbox"/> Not capable/No interest in schooling or in activities related to cognitive development inspite potentials Inspite of repeated promptings	participation in school/ classes	<input type="checkbox"/> knows basic 3R's <input type="checkbox"/> Mainstream to Elem./HS/College
IV. Permanent Placement	<input type="checkbox"/> Not capable to undergo training <input type="checkbox"/> No interest to undergo training / inspite of potential and training opportunity	<input type="checkbox"/> Have interest but lacks readiness to undertake productivity skills training	<input type="checkbox"/> /application of productivity skills learned or engaged in intravillage assignment <input type="checkbox"/> Integrated to ones own family <input type="checkbox"/> Permanently placed thru adoption <input type="checkbox"/> Placed thru Foster care <input type="checkbox"/> Independent living thru group home/halfway home <input type="checkbox"/> Home-wage Placement <input type="checkbox"/> Open Employment

Sub-total =

Total Score =

Average Score =

Instructions: Allot score of 1 for every appropriate response in level I column: 2 scores for every appropriate response in level II column: 3 scores for every appropriate response in level III column. Get the average by adding all the scores and divide by the number of variables considered..

Score Guide

Level I 1 - 1.66

Level II 1.67 – 2.33

Level III 2.34 - 3

Interpretation of Score

= Severely Inadequate

= Inadequate

= Adequate

Elsie Gaches Village REHABILITATION INDICATORS SCORE SHEET

Name of Client: _____

Case Number : _____

Name of Socialworker, _____

Date of Evaluation: _____

Areas	Evaluation Date:			ReEvaluation Date:			ReEvaluation Date:			ReEvaluation Date:		
	1	2	3	1	2	3	1	2	3	1	2	3
I. Physical assessment												
A. Health												
B. Nutrition												
II. Psychosocial/Indicator												
A. Competence in various aspects of ADL												
B. Interpersonal Relationship												
C. Transformation from Challenging Behavior												
D. Resiliency from Trauma of Abuse												
E. Pursuit of Education												
III. Economic /Productivity Activity Indicator												
IV. Discharge/Permanent Placement												
Sub-Total												
Total												
Average Score												
Level of Functioning												

Score Guide

- L1 - 1 to 1.66
- L2 - 1.67 to 2.33
- L3 - 2.34 to 3

Interpretation of Score

- = Severely Inadequate
- = Inadequate
- = Adequately Functioning

Analysis: