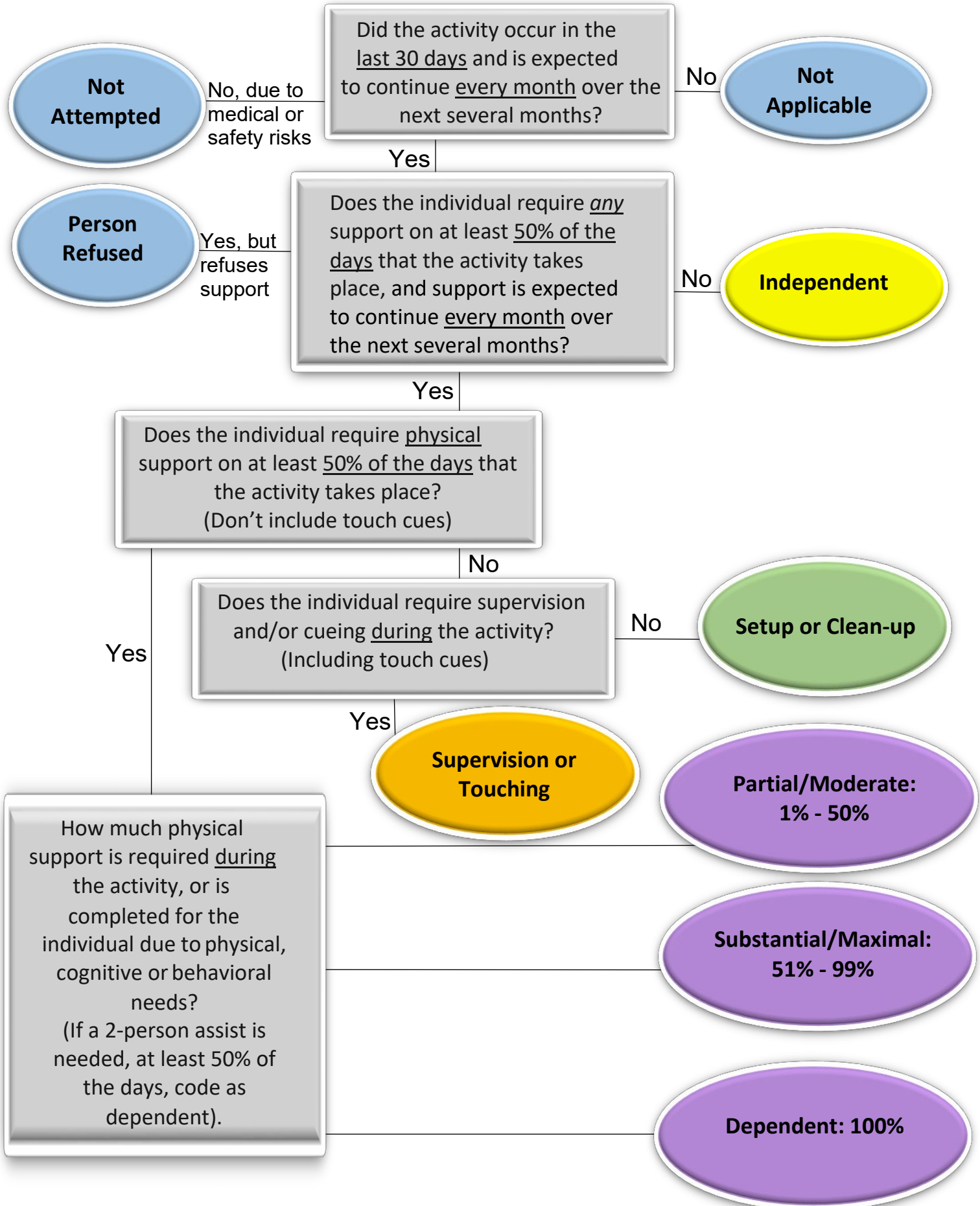


ONA Coding Decision Tree Updated 7/19/2021

For use with ADLs/IADLs and Medication Management only



ONA Coding Key

Independent:

- ✓ Individual **DOES NOT** require assistance or preparation prior to engaging in the activity
- ✓ Individual **DOES NOT** require review or follow-up after the activity has been completed
- ✓ Individual completes the activity without assistance from a support person
- ✓ Individual requires no support on at least 50% of the days that the activity takes place
- ✓ Support needs are cyclical (support needed less than monthly)

Setup or Clean-up Assistance: (Preparation or follow-up assistance)

- ✓ Individual **REQUIRES** assistance or preparation prior to engaging in the activity
- ✓ And/or Individual **REQUIRES** review or follow-up after the activity is complete
- ✓ Individual then completes the activity without assistance from a support person
- ✓ Includes cueing via telephone to set-up or clean-up
- ✓ Includes visual cues set up directly before the activity on a typical day
- ✓ Support is refused, but the provider needs to provide cues before or after the activity anyway

Supervision or Touching Assistance: (Including cueing and/or visual prompts)

- ✓ Support person monitors intermittently or continuously during the activity
- ✓ Support person provides cues, verbal direction or visual prompts during the activity
- ✓ Support person provides **NO** physical assistance beyond simple touch cues
- ✓ Include visual cues used during the activity by a support person to assist the individual
- ✓ Include cueing via telephone during the activity

Partial/Moderate Assistance: (Physical support needed for 1% - 50% of the activity)

- ✓ Support person completes less than half of the activity
- ✓ The individual functionally contributes more than half of the physical effort to the activity

Substantial/Maximal Assistance: (Physical support needed for 51% - 99% of the activity)

- ✓ Support person completes more than half of the activity
- ✓ The individual functionally contributes less than half of the physical effort to the activity

Dependent: (Physical support needed for 100% of the activity)

- ✓ Individual **IS NOT ABLE TO** physically or cognitively contribute functionally to any part of the activity on at least 50% of the days the activity takes place
- ✓ The individual may contribute symbolically to the activity (does not effectively contribute to any part of the activity).
- ✓ Support person completes the activity for the individual
- ✓ The entire activity is completed using hand over hand supports (The individual is not actively contributing)
- ✓ Two or more support persons are required to complete the task (Individual may also functionally contribute to the activity on as least 50% of the days the activity takes place)

If the activity was not completed, code reason:

Person refused:

- ✓ Individual refuses support to complete the task.
- ✓ The activity appears to have been completed unsuccessfully by the individual, but the individual refuses support in this area and no type of support will be provided by another person.
- ✓ OR, the individual refuses to answer and there is no other source of information. If 'Person refused' is coded, indicate in the notes box why the individual is refusing support and how the task will be addressed.

Not applicable:

- ✓ Individual does not engage in this activity.
- ✓ Support not required.
- ✓ The activity is **NOT** completed by another person for the individual.

Not attempted due to medical condition or safety concerns:

- ✓ Individual does not engage in this activity due to a medical, safety or behavioral reason.
- ✓ Alternate means will be used by the individual and/or support person to accomplish tasks such as; using an elevator instead of stairs or g-tube feeding instead of taking food by mouth.
- ✓ The activity is **NOT** completed by another person for the individual.