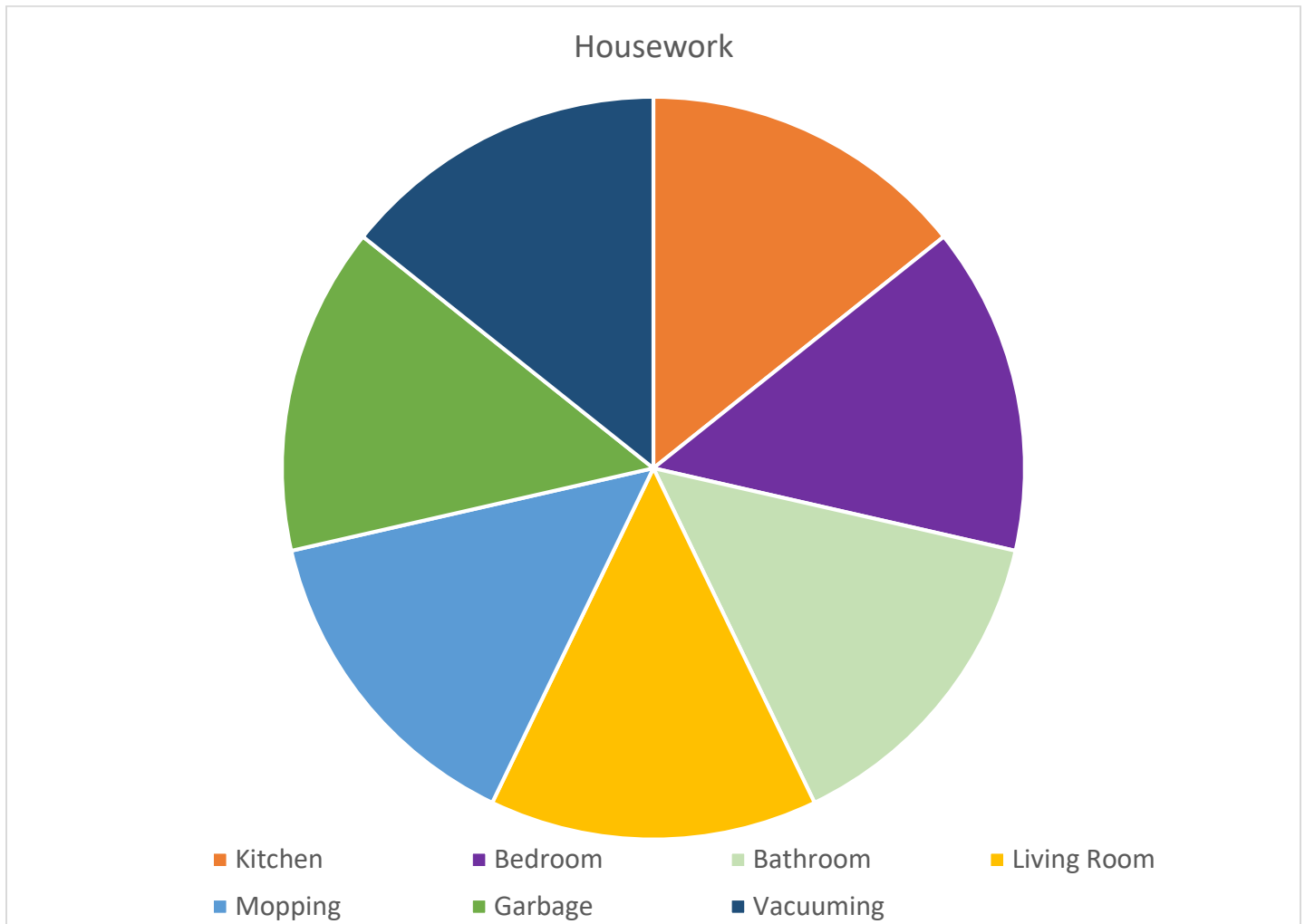


Guidance for Coding Items with Multiple Parts

To be used for items 10a General Hygiene and 12a Housework only

Many items throughout the ONA list several *steps* to complete an activity. Yet, two items include several *parts* to be considered when making coding decisions (General Hygiene and Housework). Be sure not to code supports for just one part of the item only. We'll use Housework as an example: The pie chart below lists several parts, but not necessarily all, that make up the item.



Example: *Anjelica lives alone and works hard on keeping the home clean. Physical help is only needed to do the cleaning once a week. Reminders are needed daily before the activity to clean. A support person comes over on Wednesday to give some physical help to clean the toilet and mop the kitchen because the use of bleach and other harsh chemicals makes Anjelica nervous. On at least 50% of the days the activity takes place, Anjelica only needs reminders before the activity. Code 'Setup/cleanup'.*

Reminder: In the notes box for the item, capture the support needed less than 50% of the days the activity takes place. This information is important for SC/PAs to take into consideration for service planning. For Anjelica, a note indicating the physical help needed once a week would be beneficial.