

3. Job Coach Checklist - Second Level Evaluation

The following form is designed to assist the job coach in identifying skills of the autistic person. Please use this form to record information from the first level skills evaluation (checklist for the autistic person and the checklist for family members, caregivers and professionals) and to analyse the degree that the skills have been acquired, based on the job coach's observations.

Legend	Meaning
A	Acquired skill
E	Emerging skill
N.A.	Not Acquired skill
N.S.	Not Specified skill
N.R.	Not Relevant skill

Mental functions	Skill	A	E	E	N.A.	N.A.	N.S.	N.R.	Notes
b134	Are you getting enough sleep to cope with a working day?	0	1	2	3	4	8	9	
b1560	Does he/she have auditory perception issues that interfere with work activities?	0	1	2	3	4	8	9	
b1561	Does he/she have visual perception issues that interfere with his/her work activities?	0	1	2	3	4	8	9	
b1562	Does he/she have olfactory perception issues that interfere with work activities?	0	1	2	3	4	8	9	
b1563	Does he/she have taste perception issues that interfere with work activities?	0	1	2	3	4	8	9	
b1564	Does he/she have tactile perception functions that are so unusual as to interfere with work activities?	0	1	2	3	4	8	9	
b1565	Does he/she have visual-spatial perception issues that interfere with his/her work activities?	0	1	2	3	4	8	9	
b1641	Is he/she able to organise the parts of an activity in a logical sequence?	0	1	2	3	4	8	9	
b1642	Is he/she able to put the events in chronological order?	0	1	2	3	4	8	9	
b1646	Is he/she able to identify, analyse and integrate inconsistent or conflicting information into a solution?	0	1	2	3	4	8	9	

Sensory functions		A	E	E	N.A.	N.A.	N.S.	N.R.	Notes
b210	Functions of sight related to the perception of stimuli (presence of light, size, shape and colour)	0	1	2	3	4	8	9	
b21020	Function of vision related to the perception of a minimal amount of light and a minimal difference in intensity	0	1	2	3	4	8	9	
b21021	Functions of vision related to colour differentiation and matching	0	1	2	3	4	8	9	
b230	Auditory functions related to the perception of stimuli (presence and discrimination of sounds, tone, intensity and quality)	0	1	2	3	4	8	9	
b2300	Sensory functions related to the perception of sound	0	1	2	3	4	8	9	
b2301	Sensory functions related to the perception of discrimination against the presence of one or more sounds	0	1	2	3	4	8	9	
Basic learning		A	E	E	N.A.	N.A.	N.S.	N.R.	Notes
d130	Is he/she able to copy a text written on paper?	0	1	2	3	4	8	9	
	Is he/she able to copy text using a computer?	0	1	2	3	4	8	9	
d1310	Is he/she able to learn how to reproduce simple actions on a single object (manipulate, build, etc.)?	0	1	2	3	4	8	9	
d1311	Is he/she able to learn how to reproduce simple actions involving two or more objects?	0	1	2	3	4	8	9	
d1332	Is he/she able to acquire information by asking questions (Who? How? Where? Why? When?)?	0	1	2	3	4	8	9	
d135	Is he/she able to repeat a sequence of events (symbols, activities, etc.)?	0	1	2	3	4	8	9	
d1370	Is he/she able to acquire basic skills such as responding to a greeting by waving a hand?	0	1	2	3	4	8	9	

d1371	Is he/she able to acquire complex concepts concerning things, people, events?	0	1	2	3	4	8	9	
d1550	Is he/she able to acquire basic skills such as using simple tools (pencils, cutlery, etc.)?	0	1	2	3	4	8	9	
d1551	Is he/she able to acquire complex skills such as using tools, learning rules and ordering sequences?	0	1	2	3	4	8	9	
d160	Is he/she able to focus his/her attention, ignoring noises, for the time necessary to carry out an activity?	0	1	2	3	4	8	9	
d1600	Is he/she able to focus attention on a person's face or voice?	0	1	2	3	4	8	9	
d1601	Is he/she able to focus attention on changes in the environment (quality, quantity and intensity of physical or social stimuli)?	0	1	2	3	4	8	9	
d166	Is he/she able to understand written language in order to acquire knowledge and information?	0	1	2	3	4	8	9	
d170	Is he/she able to produce a written document such as a letter, a document or a message?	0	1	2	3	4	8	9	
d1720	Is he/she able to perform simple calculations (the four mathematical operations)?	0	1	2	3	4	8	9	
d1721	Is he/she able to perform complex calculations, applying mathematical methods to solve problems (algebra, geometry)?	0	1	2	3	4	8	9	
d175	Is he/she able to find solutions to problems or situations?	0	1	2	3	4	8	9	
d177	Is he/she able to choose between several options, implement that choice and evaluate the consequences?	0	1	2	3	4	8	9	
General tasks and requests		A	E	E	N.A.	N.A.	N.S.	N.R.	Notes
d2104	Is he/she able to perform a simple activity independently (put on a shoe, fill a container, etc.)?	0	1	2	3	4	8	9	

d2105	Is he/she able to carry out a complex task independently (tidying the shelves, managing a filing system, making photocopies, preparing a table, etc.)?	0	1	2	3	4	8	9	
d2202	Is he/she able to carry out a complex activity independently (tidying shelves, managing an archive, making photocopies, preparing a table, etc.)?	0	1	2	3	4	8	9	
d2203	Is he/she able to carry out complex activities with a group of people?	0	1	2	3	4	8	9	
d2301	Is he/she able to manage the daily routine?	0	1	2	3	4	8	9	
d2303	Is he/she able to manage his/her own time and activities?	0	1	2	3	4	8	9	
d2304	Is he/she able to cope with changes in daily routine?	0	1	2	3	4	8	9	
d2306	Is he/she able to adapt to temporary needs?	0	1	2	3	4	8	9	
d2400	Is he/she able to handle responsibilities (perform tasks to complete chores)?	0	1	2	3	4	8	9	
d2401	Is he/she able to handle stress (cope with pressure, emergencies, unexpected events, etc.)?	0	1	2	3	4	8	9	
d2402	Is he/she able to manage crises (situations in which decisions must be made quickly)?	0	1	2	3	4	8	9	
d2500	Is he/she able to manage his/her behaviour and emotions faced with new objects and situations?	0	1	2	3	4	8	9	
d2501	Is he/she able to manage behaviour and expression of emotions appropriately in response to real or perceived expectations and demands?	0	1	2	3	4	8	9	
d2502	Is he/she able to manage his/her behaviour and expression of emotions during interactions with other people?	0	1	2	3	4	8	9	

Communication		A	E	E	N.A.	N.A.	N.S.	N.R.	Notes
d310	Is he/she able to communicate verbally (speak)?	0	1	2	3	4	8	9	
d3101	Is he/she able to understand a simple verbal request?	0	1	2	3	4	8	9	
d3102	Is he/she able to understand a complex verbal request?	0	1	2	3	4	8	9	
d3150-d3152	Is he/she able to communicate through gestures, symbols, images and signs?	0	1	2	3	4	8	9	
d3350	Is he/she able to communicate through body language, such as shaking his/her head to indicate disagreement?	0	1	2	3	4	8	9	
d3351	Is he/she able to communicate through the use of signs and symbols?	0	1	2	3	4	8	9	
d350	Is he/she able to start, maintain and end a conversation in informal and formal contexts?	0	1	2	3	4	8	9	
d355	Is he/she able to start, maintain and end a discussion (examine an issue, argue, express his/her own ideas) in formal and informal contexts?	0	1	2	3	4	8	9	
d3600	Is he/she able to use a fax machine?	0	1	2	3	4	8	9	
	Is he/she able to use a telephone?	0	1	2	3	4	8	9	
	Is he/she able to use a smartphone or tablet?	0	1	2	3	4	8	9	
	Is he/she able to use a PC (manage files and folders, use word processing, calculation and database programmes)?	0	1	2	3	4	8	9	
	Is he/she able to manage e-mail?	0	1	2	3	4	8	9	
Mobility		A	E	E	N.A.	N.A.	N.S.	N.R.	Notes
d430	Is he/she able to lift and carry objects?	0	1	2	3	4	8	9	
d435	Is he/she able to move an object using his/her legs and feet?	0	1	2	3	4	8	9	
d440	Is he/she able to pick up, grab and manipulate objects?	0	1	2	3	4	8	9	

d4500	Is he/she able to move independently between different areas inside a building?	0	1	2	3	4	8	9	
d4501	Is he/she able to walk for long distances (through villages, towns, open spaces)?	0	1	2	3	4	8	9	
d4601	Is he/she able to move around inside buildings other than his/her own home?	0	1	2	3	4	8	9	
d4602	Is he/she able to walk or move around (without using transport) on the streets of the neighborhood, his/her own town/city or other places?	0	1	2	3	4	8	9	
d4700	Is he/she able to use man-powered transport (bicycle, rowing boat, etc.)?	0	1	2	3	4	8	9	
d4701	Is he/she able to use private transport (taxis or hire cars)?	0	1	2	3	4	8	9	
d4702	Is he/she able to use public transport (tram, bus, train, underground, etc.)?	0	1	2	3	4	8	9	
d4750	Is he/she able to ride a bicycle to move from one place to another?	0	1	2	3	4	8	9	
d4751	Is he/she able to drive private motorised vehicles (cars, motorcycles)?	0	1	2	3	4	8	9	
Personal care		A	E	E	N.A.	N.A.	N.S.	N.R.	Notes
d510-d570	Is he/she able to take care of himself/herself	0	1	2	3	4	8	9	
d571	Is he/she able to look after his/her own safety by avoiding dangerous situations?	0	1	2	3	4	8	9	
Domestic life		A	E	E	N.A.	N.A.	N.S.	N.R.	Notes
d6200	Is he/she able to obtain, in exchange for money, the commodities and services necessary for everyday life?	0	1	2	3	4	8	9	
d6201	Is he/she able to obtain, without exchanging money, the commodities and services required for everyday life?	0	1	2	3	4	8	9	
d6300	Is he/she able to prepare simple meals for himself/herself and others (sandwiches, toast, fruit salad, etc.)?	0	1	2	3	4	8	9	

d6301	Is he/she able to prepare complex meals for himself/herself and others (meals with multiple ingredients and multiple dishes)?	0	1	2	3	4	8	9	
d6302	Is he/she able to help prepare meals?	0	1	2	3	4	8	9	
d6400	Is he/she able to wash/dry clothes and garments?	0	1	2	3	4	8	9	
d6402	Is he/she able to clean individual parts of the house?	0	1	2	3	4	8	9	
d6403	Is he/she able to use household appliances (washing machine, tumble dryer, oven, iron, vacuum cleaner, etc.)?	0	1	2	3	4	8	9	
d6404	Is he/she able to put away food, drinks, clothes, etc.?	0	1	2	3	4	8	9	
d6405	Is he/she able to dispose of waste correctly?	0	1	2	3	4	8	9	
d6406	Is he/she able to help with household chores?	0	1	2	3	4	8	9	
d6500	Is he/she able to package clothing?	0	1	2	3	4	8	9	
	Is he/she able to repair clothes (tailoring work)?	0	1	2	3	4	8	9	
d6501	Is he/she able to take care of the maintenance of the house and furniture?	0	1	2	3	4	8	9	
d6502	Is he/she able to maintain household appliances (television, washing machine, oven, etc.)?	0	1	2	3	4	8	9	
d6503	Is he/she able to maintain motorised vehicles (cars, motorcycles) and human-powered vehicles (bicycles, scooters, etc.)?	0	1	2	3	4	8	9	
d6505	Is he/she able to take care of plants inside or outside homes?	0	1	2	3	4	8	9	
d6506	Is he/she able to take care of pets and domestic animals?	0	1	2	3	4	8	9	
d6507	Is he/she able to take care of household objects?	0	1	2	3	4	8	9	

Interaction and interpersonal relationships		A	E	E	N.A.	N.A.	N.S.	N.R.	Notes
d7100	Is he/she able to be respectful and cordial in relationships (showing and responding to care, sympathy, consideration and esteem, etc.)?	0	1	2	3	4	8	9	
d7104	Is he/she able to give and respond appropriately to signals and cues in social interactions?	0	1	2	3	4	8	9	
d7105	Is he/she able to use and respond to physical contact with others in an appropriate way?	0	1	2	3	4	8	9	
d7106	Is he/she able to respond differently to people, distinguishing, for example, between familiar and unfamiliar people?	0	1	2	3	4	8	9	
d7200	Is he/she able to establish and maintain interactions with others for a short or long period of time?	0	1	2	3	4	8	9	
d7202	Is he/she able to regulate behaviour in relationships in a socially appropriate way?	0	1	2	3	4	8	9	
d7203	Is he/she able to interact according to social rules, adapting them to the context?	0	1	2	3	4	8	9	
d7400	Is he/she able to establish relationships with people in positions of authority (employers)?	0	1	2	3	4	8	9	
d7402	Is he/she able to establish relationships with people in the same position of authority (colleagues)?	0	1	2	3	4	8	9	
d7500	Is he/she able to establish and maintain friendships?	0	1	2	3	4	8	9	
Main areas of life		A	E	E	N.A.	N.A.	N.S.	N.R.	Notes
d825	Is he/she able to engage in professional training activities and learn the material in preparation for taking up a trade, job or profession?	0	1	2	3	4	8	9	

d8252	Is he/she able to progress in a professional training programme?	0	1	2	3	4	8	9	
d840	Is he/she able to undertake an apprenticeship?	0	1	2	3	4	8	9	
d860	Is he/she able to engage in simple financial transactions (making purchases with banknotes and coins)?	0	1	2	3	4	8	9	
d865	Is he/she able to make complex financial transactions (pay by credit card, make bank transfers, invest capital, etc.)?	0	1	2	3	4	8	9	
d8700	Is he/she able to manage personal financial resources for present or near future needs?	0	1	2	3	4	8	9	
d8800	Is he/she able to engage in solitary play activities?	0	1	2	3	4	8	9	
d8803	Is he/she able to engage in group play activities?	0	1	2	3	4	8	9	
Social, civic and community life		A	E	E	N.A.	N.A.	N.S.	N.R.	Notes
d910	Does he/she participate in community activities (informal or formal associations, ceremonies, etc.)?	0	1	2	3	4	8	9	
d9201	Does he/she play sports?	0	1	2	3	4	8	9	
d9202	Is he/she involved in artistic and cultural activities?	0	1	2	3	4	8	9	
d9203	Is he/she involved in craft activities?	0	1	2	3	4	8	9	
d9204	Is he/she involved in hobbies and recreational activities (collecting, doing puzzles, playing cards, etc.)?	0	1	2	3	4	8	9	
d930	Is he/she involved in religious or spiritual activities, organisations and practices for self-realisation?	0	1	2	3	4	8	9	
d950	Is he/she involved in the political and civic life of the community?	0	1	2	3	4	8	9	