

REFERRAL FORM

Please note: Referrals to be sent to: seattech@enableireland.ie
These will not be processed unless **ALL** fields have been completed

Name: _____ M ☐ / F ☐ D.O.B: _____

Diagnosis: _____ GMFCS*: _____

New episode of care ☐ / First-time referral ☐ *Gross Motor Function Classification System equivalence

LTI / Med Card No & Expiry Date: _____

Address of person being referred - Please include Eircode: _____

E-mail address: _____

Phone Number: _____ Self ☐, or Parent/Guardian ☐

Parent/Guardian's name (if applicable): _____

Current Equipment (Please provide further details overleaf, if necessary):

W'chair Manufacturer: _____ Model: _____

Seating Description: _____

Nature of referral: Assessment ☐ Review ☐ Other ☐ _____

Checklist - Please ensure that the following documentation accompanies this form:

SeatTech Seating Assessment Form Part 1 – General information
SeatTech Seating Assessment Form Part 2 – Physical (or equivalent)
Assessment HSE Risk Assessment

Please detail reason for referral overleaf.

Signed Clinician: _____ Mobile 📞: _____

Clinician Address: _____

E-✉: _____

PCOT (if different) _____ Mobile 📞: _____

Other Key-Worker(s): _____

Signed Manager/Clinical Coordinator: _____ **Date:** _____

Reason for referral:

RISK MATRIX	Negligible (1)	Minor (2)	Moderate (3)	Major (4)	Extreme (5)
Almost Certain (5)	5	10	15	20	25
Likely (4)	4	8	12	16	20
Possible (3)	3	6	9	12	15
Unlikely (2)	2	4	6	8	10
Rare/Remote (1)	1	2	3	4	5

SEATTECH REFERRAL PRIORITY SCORING SCALE

To be completed by referring clinician

Service user/Service owner Name:

DOB:

Referring clinician:



	Clinical Comments	SCORE (Where no concerns, score = 0)	Score = 1	Score = 2	Score = 3
Pain/discomfort (include pain scale score)			Score of up to 1-5 on scale	Score of up to 6-7 on scale	Score of up to 8-10 on scale
Pressure risk (related to seating)			Category 1 pressure injury	Category 2 pressure injury	Category 3 or 4 pressure injury
Growth / Weight changes			Some growth or weight changes evident	Using seating with discomfort due to growth or weight changes	Unable to use seating due to growth or weight changes
Postural changes			Mild postural changes evident	Using seating with discomfort due to postural changes	Unable to use seating due to postural changes +1 score for recent posture-related surgery
Functional Impact (Equipment impacts on ability to engage in activity)			Min	Mod	Max
Risk Rating (HSE Risk Ax <u>must</u> be included Score noted below)			Score of 9 or 12 on HSE Risk Ax	Score of 15 or 16 on HSE Risk Ax	Score of 20+ on HSE Risk Ax

The HSE Risk rating score is:

For SeatTech office use only:

Total Score: _____



		Health & Safety Risk Assessment Form		
Ref: CF:005:05		RE: General Risk Assessment Form		
Issue date:	October 2017	Revised Date:	June 2020	
Author(s):	National Health & Safety Function			
Legislation	Under Section 19 of the Safety, Health and Welfare at Work Act, 2005 and associated Regulations, it is the duty of the employer to identify the hazards and assess the associated risks in the workplace. All risk assessments must be in writing and the necessary control measures to eliminate or minimise the risks documented and implemented.			
Note: ¹	<p>Please note exposure to COVID-19 may present a health risk to staff and others at our places of work. It is essential that the latest public health advice is followed and suitable control measures identified and implemented to mitigate the risk of COVID-19 infection.</p> <p>When conducting risk assessments consideration should be paid to the risk presented and the means of avoiding and mitigating any such risk so far as is reasonably practicable.</p> <p>Where 2 metre worker separation cannot be ensured a specific activity risk assessment must be conducted and alternative protective measures must be put in place e.g. comprehensive hygiene measures, minimising the frequency and time staff are within 2 metres of each other, minimising the number of staff involved in the task, physical barriers, provision of face masks.</p> <p><i>It is responsibility of local management to implement any remedial actions identified.</i></p>			

¹ Please note this cover does not require printing for every Risk Assessment



National Health and Safety Function, Workplace Health and Wellbeing Unit, National HR Division

General Risk Assessment Form					
Division:			Source of Risk:		
HG/CHO/NAS/Function:			Primary Impact Category:		
Hospital Site/Service:			Risk Type:		
Dept/Service Site:			Name of Risk Owner (BLOCKS):		
Date of Assessment:			Signature of Risk Owner:		
Unique ID No:			Risk Co-Ordinator:		
			*Risk Assessor (s):		
**HAZARD & RISK DESCRIPTION		EXISTING CONTROL MEASURES	ADDITIONAL CONTROLS REQUIRED	ACTION OWNER (i.e. the Person responsible for the action)	DUE DATE
INITIAL RISK			Risk Status		
Likelihood	Impact	Initial Risk Rating	Open	Monitor	Closed

*Risk Assessor to be recorded for OSH risks only.

**Where the risk being assessed relates to an OSH risk please ensure that the HAZARD and associated risk are recorded on the form. All other risk assessments require a risk description only.

SEATING ASSESSMENT FORM - General

1. GENERAL INFORMATION

Name: _____ M ☐ / F ☐ D.O.B: _____

Diagnosis: _____ GMFCS*+: _____

Present at assessment: _____ Date: _____

Service User/Owner Communication

Vision, Hearing, Speech: _____

Cognition, Perception, Communication: _____

Relevant Medical/Orthopaedic Information (e.g. Surgery, Pressure issues, Tissue Trauma, Medication, X-Rays)

_____ Weight (kgs): _____

Part 1 of Outcome Measure complete: Yes ☐ No ☐

Plan if 'No': _____

2. TRANSFERS

Max Seat Height for transfers: _____ cm Method of Transfer: Bed, Chair, Stander, Toilet, Car: _____

3. MODE OF MOBILITY

3.1 Ambulation (Indoor/Outdoor- Specify): _____

3.2 Wheelchair (Manual/Power/ Power Assist): _____

4. EATING AND DRINKING MANAGEMENT

Excessive Saliva ☐ Choking Risk ☐ Gastrostomy Fed ☐ Other ☐ _____

Comments: _____

5. LEISURE REQUIREMENT

Play/Leisure/Sport Requirements: _____

6. TOILETING

Continent ☐ Incontinent ☐ - Comments re: management (urinal, catheter, continence aids) _____

7. LIVING/WORKING ENVIRONMENT

7.1 Living Environment: Independent ☐ With parents/PA ☐ In Residential Care ☐

Other ☐ _____ Name & contact details of PCOT _____

7.2 Environmental Considerations: (Entrance/Exit/Bedroom/Bathroom/Storage- Home & School)

8. TRANSPORT

8.1.Private: Vehicle Model: _____ Method of Access/Egress: _____

Maximum Head Height (cms) - for safe entry/use of vehicle _____

Method of Restraint: _____

8.2 Agency: Vehicle Model: _____ Method of Access/Egress: _____

Maximum Head Height (cms) - for safe entry/use of vehicle _____

Method of Restraint: _____

8.3 Public Transport –Public Transport Ax Required/Completed? Bus ☐ Taxi ☐ Train ☐ Plane ☐

9. CARERS REQUIREMENTS

Carers Needs: ADL's- (Transfers, Toilet, Feeding, Chair Management, Chair Weight)

10. OBSERVATION OF CURRENT EQUIPMENT

10.1 Mobility Base:

Make/Model: (Manual/Power/Activity Chair) _____ SN: _____

Year of Issue: _____

Dimensions: Overall width, Length, Height, Floor to Seat height

10.2 Seating Description:

Seat make & model: _____

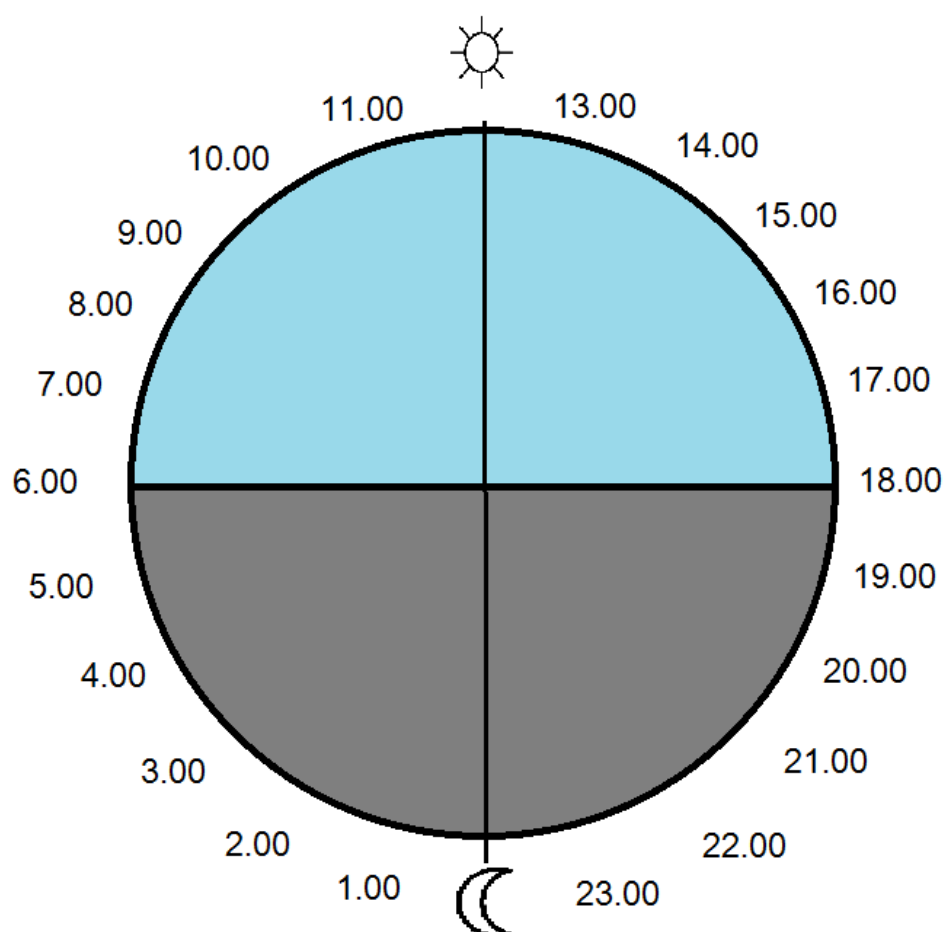
Back support make & model: _____

Head support make & model: _____

Other components: _____

11. OTHER OBSERVATIONS

24 HOUR POSITIONING ROUTINE



Mark the time spent by the client in lying (L), sitting (S) or standing (ST) on the 24 hour time clock above in order to record their daily postural diet

Sensory Status

Sight: _____

Touch: _____

Vision: _____

Vestibular: _____

Hearing: _____

Additional Notes:

ASSESSMENT DETAILS

Present at Assessment: (Include client, carer/parent, therapist, product specialist)

POSITIVES of current Wheelchair/Seating Syste	NEGATIVES of current Wheelchair/SEATING SYSTE

FUNCTIONAL REQUIREMENTS FOR NEW WHEELCHAIR/SEATING SYSTEM

Additional Notes:

SEATING ASSESSMENT FORM - Physical

Name: _____

D.O.B.: _____

Diagnosis: _____

MAT Evaluation

Observation of sitting in current seating system:

Pelvic Tilt

(Anterior Tilt, Neutral, Posterior Tilt)

Pelvic Obliquity

(Right ASIS Lower, Left ASIS Lower)

Pelvic Rotation

(Right ASIS Forward, Left ASIS Forward)

Hip Position (Measured from the 90-90-90 position)

(Flexion/Extension, Abduction/Adduction, External/Internal Rotation, Hip Migration)

Knee Position

(Flexion/Extension)

Ankle & Feet Position

(Dorsiflexion/Plantarflexion, Inversion/Eversion)

Spine

(Scoliosis/Kyphosis/ Lordosis/Cervical Extension)

Shoulders & Upper Limbs

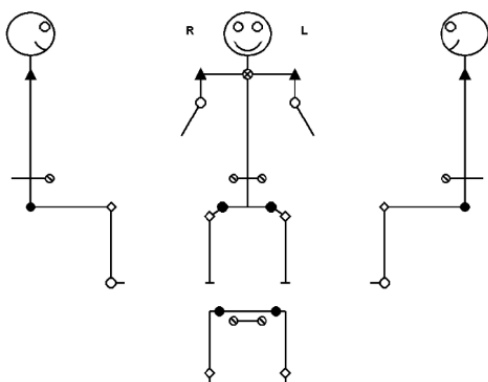
(Protraction/Retraction, Elevation/Depression, Flexion/Extension)

Head Position

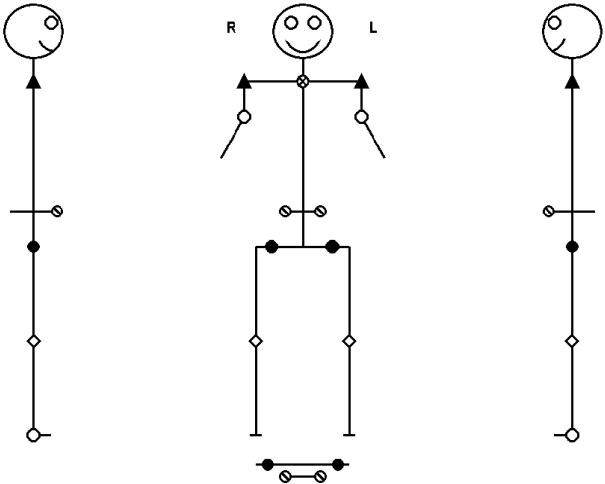
(Flexion/Extension, Lateral Flexion, Rotation, Chin Poke)

Weight Distribution (Right/Left/Even)

Feet, Thighs, Buttocks, Back, Head, Upper Limbs, IT's

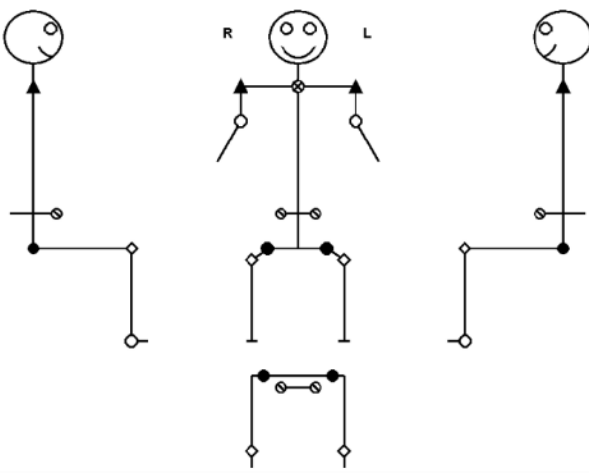
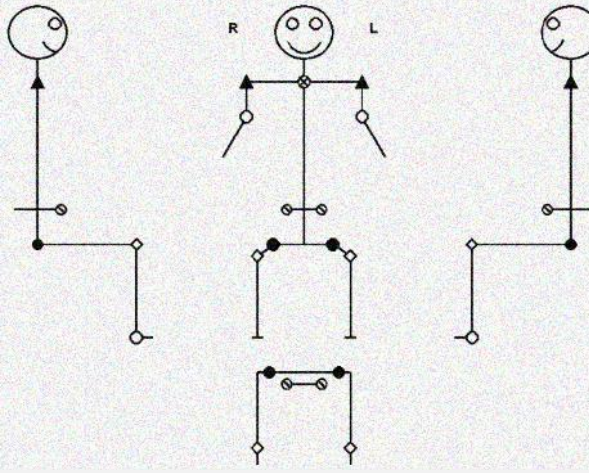


Other Observations

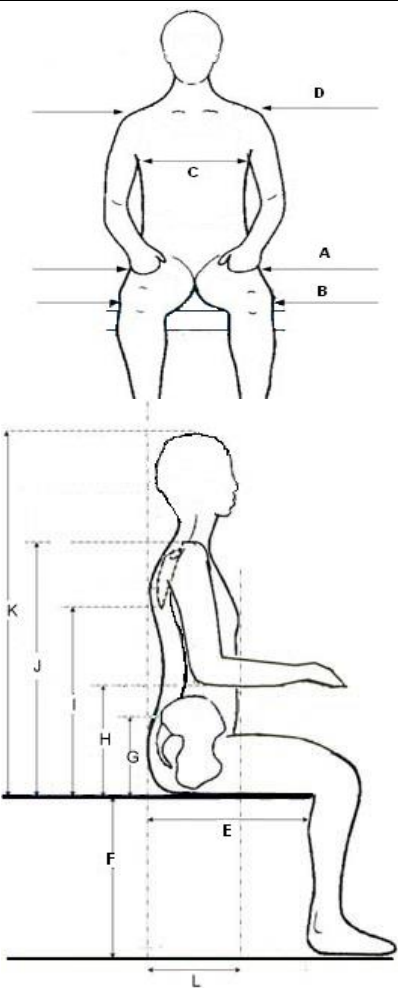
Observation of supine lying:	
Pelvic Tilt (Anterior Tilt, Neutral, Posterior Tilt; Fixed/Flexible/Functionally Fixed/Flexible)	
Pelvic Obliquity (Right ASIS Lower, Left ASIS Lower; Fixed/Flexible/Functionally Fixed/Flexible)	
Pelvic Rotation (Right ASIS Forward, Left ASIS Forward; Fixed/Flexible/Functionally Fixed/Flexible)	
Hip Position (Flexion/Neutral, Abduction/Adduction, External/Internal Rotation, Hip Migration; Fixed/Flexible/Functionally Fixed/Flexible)	
Knee Position (Flexion/Extension; Fixed/Flexible/Functionally Fixed/Flexible)	
Ankle & Feet Position (Dorsiflexion/Plantarflexion, Inversion/Eversion; Fixed/Flexible/Functionally Fixed/Flexible)	
Spine (Scoliosis/Kyphosis/ Lordosis/Cervical Extension; Fixed/Flexible/Functionally Fixed/Flexible)	
Shoulders & Upper Limbs (Protraction/Retraction, Elevation/Depression, Flexion/Extension; Fixed/Flexible/Functionally Fixed/Flexible)	
Head Position (Flexion/Extension, Lateral Flexion, Rotation, Chin Poke; Fixed/Flexible/Functionally Fixed/Flexible)	
Weight Distribution (Right/Left/Even; Feet, Thighs, Buttocks, Back, Head, Upper Limbs, IT's; Fixed/Flexible/Functionally Fixed/Flexible)	
	Other Observations

Measurement of Spinal Symmetry			
Coracoid Process to the ASIS Vertical (Same side) Right <input type="text"/> A-C	Left <input type="text"/> B-D		Comments & Observations
Coracoid Process to the ASIS Diagonal (Opposite Side) Right <input type="text"/> A-D	Left <input type="text"/> B-C		

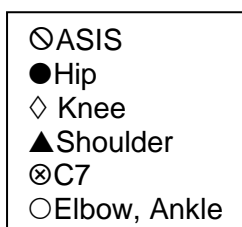
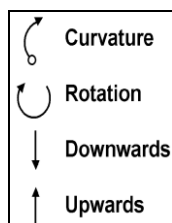
Range of Motion			
Hip Joint			
Hip Flexion to Neutral Standard Range 120/90/0 Right <input type="text"/> 90 <input type="text"/>	Left <input type="text"/> 90 <input type="text"/>		
Hip ABduction to ADduction (hip 90) Standard Range 80/0/20 Right <input type="text"/> 0 <input type="text"/>	Left <input type="text"/> 0 <input type="text"/>		
Hip external rotation to internal rotation (hip 90) Standard Range 45/0/35 Right <input type="text"/> 0 <input type="text"/>	Left <input type="text"/> 0 <input type="text"/>		
Knee			
Knee Flexion to Extension (hip 90) Standard Range 130/90/0 Right <input type="text"/> 90 <input type="text"/>	Left <input type="text"/> 90 <input type="text"/>		
Ankle			
Ankle dorsiflexion to plantar flexion (knee flexed) Standard Range 30/0/40 Right <input type="text"/> 0 <input type="text"/>	Left <input type="text"/> 0 <input type="text"/>		
Ankle dorsiflexion to plantar flexion (knee 0) Standard Range 30/0/40 Right <input type="text"/> 0 <input type="text"/>	Left <input type="text"/> 0 <input type="text"/>		

Plinth Sitting		
	Uncorrected	Corrected – Document supports necessary
Pelvic Tilt (Anterior Tilt, Neutral, Posterior Tilt; Fixed/Flexible/Functionally Fixed/Flexible)		
Pelvic Obliquity (Right ASIS Lower, Left ASIS Lower; Fixed/Flexible/Functionally Fixed/Flexible)		
Pelvic Rotation (Right ASIS Forward, Left ASIS Forward; Fixed/Flexible/Functionally Fixed/Flexible)		
Hip Position (Measured from the 90-90-90 position) (Flexion/Extension, Abduction/Adduction, External/Internal Rotation, Hip Migration; Fixed/Flexible/Functionally Fixed/Flexible)		
Knee Position (Flexion/Extension; Fixed/Flexible/Functionally Fixed/Flexible)		
Ankle & Feet Position (Dorsiflexion/Plantarflexion, Inversion/Eversion; Fixed/Flexible/Functionally Fixed/Flexible)		
Spine (Scoliosis/Kyphosis/ Lordosis/Cervical Extension; Fixed/Flexible/Functionally Fixed/Flexible)		
Shoulders & Upper Limbs (Protraction/Retraction, Elevation/Depression, Flexion/Extension; Fixed/Flexible/Functionally Fixed/Flexible)		
Head Position (Flexion/Extension, Lateral Flexion, Rotation, Chin Poke; Fixed/Flexible/Functionally Fixed/Flexible)		
<div style="display: flex; justify-content: space-around;"> <div style="width: 45%;"> <p style="text-align: center;">Unsupported:</p>  </div> <div style="width: 45%; background-color: #f0f0f0;"> <p style="text-align: center;">Supported:</p>  </div> </div>		

ANTHROPOMETRIC MEASUREMENTS

	Weight		
		st/lb	kg
	Height		
		ft/in	m/cm/mm
	A Hip Width (Widest Point)		
	B External Knee Width (Width across knees)		
	C Chest Width		
	D Shoulder Width		
	E Thigh Depth (Sacrum to popliteal fossa)	Left	Right
	F Lower Leg Length (Popliteal fossa to heel)	Left	Right
	G PSIS (Seat surface to PSIS)	Left	Right
	H Elbow Height (Seat surface to hanging elbow)	Left	Right
	I Scapula Height (Seat surface to inferior angle of scapula)	Left	Right
	J Shoulder Height (Seat surface to shoulder)		
K Maximum Sitting Height (Seat surface to top of head)			
L Trunk Depth (for back support style & lateral thoracic supports)			
Levels of Sitting Ability (Chailey)			
Level 1	Unplaceable	Comments:	
Level 2	Placeable, not able to maintain position		
Level 3	Can maintain position but not move		
Level 4	Can maintain position and move within base		
Level 5	Can maintain position and move outside base		
Level 6	Can move out of position		
Level 7	Can attain position		
Level of supine Lying Ability (Chailey)			
Level (Please Circle)		Quality (Please indicate: Yes=1, No=0)	
Level 1	Unplaceable – severe asymmetry	Trunk Symmetrical	
Level 2	Placeable, Support	Head Midline	
Level 3	Maintain, No Movement	Arms resting by Sides	
Level 4	Flex trunk	Legs Straight	
Level 5	Shift Weight laterally	Legs Separated	
Level 6	Roll supine to Prone	Weight Distributed evenly	
Level 7	Controlled Manner	Total	
Other Details			

Stick Diagram Notations



Glossary of Terms

ASIS: Anterior Superior Iliac Spine

PSIS: Posterior Superior Iliac Spine

IT: Ischial Tuberosity

Anterior Pelvic Tilt:

Forward tilt of pelvis

Posterior Pelvic Tilt:

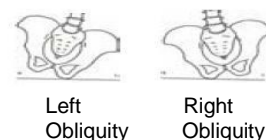
Backward tilt of pelvis

Tilt (Side view)



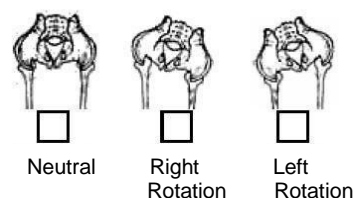
Pelvic Obliquity:

One ASIS is **lower** than other (refers to lower side, i.e. right side obliquity = right ASIS is lower than left)



Pelvic Rotation:

One ASIS is rotating forward towards the opposite side i.e. right ASIS is rotating forward towards the left side=left rotation



Abduction:

Leg is placed in a position that is coming away from midline, moving your leg away from the centre of your body.

Adduction:

Medial movement of leg towards the midline of body.



Kyphosis:

A "C" shaped curve. Usually present in the upper thoracic region.

Lordosis:

Usually found in the lumbar or cervical region of the spine

Scoliosis:

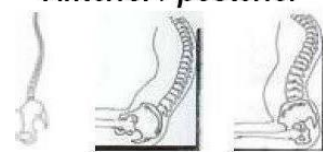
An "S" or "C" shaped curve. Sometimes the vertebra rotates, which leads to a rib deformity.

Cervical Area: (C1-C8)

Thoracic Area: (T1-T12)

Lumbar area: Base of back (L1-L5)

Anterior / posterior



Scoliosis (Frontal View)

