

Procedure for Using the Calculated Spreadsheet to Score the R-SRAFP

The spreadsheet automatically calculates the composite score, the percentage of disability, and the G-code level. The spreadsheet has been protected & locked to prevent accidental reformatting of content and formulas. You can only enter data into the cells shaded green and blue.

How to enter data into the spreadsheet

- Enter the following information in the **green cells located at the top of the spreadsheet**:
 - Client's name or MRN
 - Therapist or evaluators name
 - Assessment date; Specify whether it is an initial, progress note, or discharge assessment by deleting the other entries (e.g. to designate "Initial", delete "Progress" and "Discharge").
- Enter the following information **in the blue cells located in column C**:
 - Client's ratings for the assessment items using the R-SRAFP rating scale (note: a rating scale key is located in columns E and F for quick reference).
 - Do not leave any responses blank. The spreadsheet will assign a rating of 0 for "Unable/Dependent" for those items.

How to interpret the spreadsheet output

- When the rating column is completed, the embedded spreadsheet formulas automatically calculate the number of relevant measures, the composite score, the R-SRAFP score, percentage of disability and the G-code level.
- The R-SRAFP score, % of disability and G-code level will appear in the yellow cells located at the bottom of column C (note: a G-code key is included in columns E/F for quick reference).
- The cells will be highlighted in red for items receiving a rating of less than 3 (e.g. 0 = unable/dependent, 1 = great difficulty, or 2 = moderate difficulty) to indicate the areas to address as **Goals of Treatment** on the plan of care.
- The cells will turn white for items rated as Not Applicable to indicate that these items will not be included as part of client's score or treatment goals to be addressed.

How to save and print the spreadsheet

- Save the spreadsheet as an Excel worksheet or as a PDF (see example) with the patient's name and date.
- The spreadsheet is formatted to fit on regular 8.5" x 11" Letter sized paper without need for scaling to fit page.