

# Employment and Support Allowance Checklist

Client's name: \_\_\_\_\_

N.I. No: \_\_\_\_\_

Date of birth: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Tel No: \_\_\_\_\_

Date: \_\_\_\_\_

# ASSESSMENT OF WHETHER A CLAIMANT HAS LIMITED CAPABILITY FOR WORK-RELATED ACTIVITY

## THE SUPPORT COMPONENT

### 1. Mobilising unaided by another person

Cannot: either -

- a) mobilise more than 50 meters on level ground without stopping in order to avoid significant discomfort or exhaustion; or
  - b) repeatedly mobilise 50 meters within a reasonable timescale because of significant discomfort or exhaustion
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### 2. Transferring from one seated position to another

Cannot move between one seated position and another seated position located next to one another without receiving physical assistance from another person

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### 3. Reaching

Cannot raise either arm as if to put something in the top pocket of a coat or jacket

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### 4. Picking up and moving or transferring by the use of the upper body and arms (excluding standing, sitting, bending or kneeling and other activities specified in this schedule)

Cannot pick up and move 0.5 litre carton full of liquid

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### 5. Manual dexterity

Cannot either:-

- a) press a button, such as telephone keypad; or
  - b) turn the pages of a book with either hand
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### 6. Making self understood through speaking, writing, typing, or other means normally used

Cannot convey a simple message, such as a presence of a hazard

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### 7. Understanding communication by hearing, lip reading, reading 16 point print or using any aid if reasonably used

Cannot understand a simple message due to sensory impairment, such as the location of a fire escape

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### 8. Absence or loss of control over extensive evacuation of the bowel and/or voiding of the bladder, other than enuresis (bed wetting) despite the presence of any aids or adaptations normally used

At least once a week experiences:

- a) loss of control leading to extensive evacuation of the bowel and/or voiding of the bladder: or
  - b) substantial leakage of the contents of a collecting device sufficient to require the individual to clean themselves and change clothing
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### 9. Eating and drinking

#### a) Conveying food or drink to the mouth

- a) cannot convey food or drink to the claimant's own mouth without receiving physical assistance from someone else;
- b) cannot convey food or drink to the claimant's own mouth without repeatedly stopping, experiencing breathlessness or severe discomfort;
- c) cannot convey food or drink to the claimant's own mouth without receiving regular prompting by someone else in the claimant's physical presence; or
- d) owing to a severe disorder of mood or behaviour, fails to convey food or drink to the claimant's own mouth without receiving –
  - I. physical assistance from someone else, or
  - II. regular prompting given by someone else in the claimant's presence

# ASSESSMENT OF WHETHER A CLAIMANT HAS LIMITED CAPABILITY FOR WORK

## THE SUPPORT COMPONENT (continued)

### 9. Eating and drinking (continued)

#### b) Chewing or swallowing food or drink

- a) cannot chew or swallow food or drink;
  - b) cannot chew or swallow food or drink without repeatedly stopping, experiencing breathlessness or severe discomfort;
  - c) cannot chew or swallow food or drink without repeatedly receiving regular prompting given by someone else in the claimant's presence; or
  - d) Owing to a severe disorder of mood or behaviour, fails to –
    - I. chew or swallow food or drink; or
    - II. chew or swallow food or drink without regular prompting given by someone else in the claimant's presence
- 

### 10. Learning tasks

Cannot learn how to complete a simple task, such as setting an alarm clock, due to cognitive impairment or mental disorder

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### 11. Awareness of hazard

Reduced awareness of everyday hazards, due to cognitive impairment or mental disorder, leads to significant risks of:

- a) injury to self or others; or
  - b) damage to property or possessions such that they require supervision for the majority of time to maintain safety
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### 12. Initiating and completing personal action (which means planning, organisation, problem solving, prioritising or switching tasks)

Cannot; due to impaired mental function, reliably initiate or complete 2 sequential personal actions

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### 13. Coping with change

Cannot cope with any change, due to cognitive impairment or mental disorder to the extent that day to day life cannot be managed

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### 14. Coping with social engagement, due to cognitive impairment or mental disorder

Engagement in social contact is always precluded due to difficulty relating to others or significant distress experienced by the individual

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### 15. Appropriateness of behaviour with other people, due to cognitive impairment or mental disorder

Has, on a daily basis, uncontrollable episodes of aggressive or disinhibited behaviour that would be unreasonable in any workplace.

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# ASSESSMENT OF WHETHER A CLAIMANT HAS LIMITED CAPABILITY FOR WORK

## THE PHYSICAL ASSESSMENT

POINTS TOTAL

### 1. Mobilising unaided by another person with or without a walking stick, manual wheelchair or other aid if such aid can reasonably be used

a) Cannot either: I. mobilise more than 50 meters on level ground without stopping in order to avoid significant discomfort or exhaustion: or II. repeatedly mobilise 50 meters within a reasonable timescale because of significant discomfort or exhaustion	15	
b) Cannot mount or descend 2 steps unaided by another person even with the support of a handrail	9	
c) cannot either: I. mobilise more than 100 meters on level ground without stopping in order to avoid significant discomfort or exhaustion: or II. repeatedly mobilise 100 meters within a reasonable timescale because of significant discomfort or exhaustion	9	
d) Cannot either: I. mobilise more than 200 meters on level ground without stopping in order to avoid significant discomfort or exhaustion: or II. repeatedly mobilise 200 meters within a reasonable timescale because of significant discomfort or exhaustion	6	

### 2. Standing and sitting

a) Cannot move between one seated position and another seated position located next to one another without receiving physical assistance from another person	15	
b) Cannot for the majority of the time, remain at a work station, either I. standing unassisted by another person (even if free to move around): or II. sitting (even in an adjustable chair for more than 30 minutes before needing to move away in order to avoid significant discomfort or exhaustion	9	
c) Cannot for the majority of time, remain at a work station, either I. standing unassisted by another person (even if free to move around): or II. sitting (even in an adjustable chair for more than an hour before needing to move away in order to avoid significant discomfort or exhaustion	6	

### 3. Reaching

a) Cannot raise either arm as if to put something in the top pocket of coat or jacket	15	
b) Cannot raise either arm to top of head as if to put on a hat	9	
c) Cannot raise either arm above head height as if to reach for something	6	

### 4. Picking up and moving or transferring by the use of the upper body and arms

a) Cannot pick up and move a 0.5 litre carton full of liquid	15	
b) Cannot pick up and move a litre carton full of liquid	9	
c) Cannot transfer a light but bulky object such as an empty cardboard box	6	

### 5. Manual dexterity

a) Cannot either: I. press a button, such as a telephone keypad: or II. turn the pages of a book with either hand	15	
b) Cannot pick up a £1 coin or equivalent with either hand	15	
c) Cannot use a pen or pencil to make a meaningful mark	9	
d) Cannot use a suitable keyboard or mouse	9	

# ASSESSMENT OF WHETHER A CLAIMANT HAS LIMITED CAPABILITY FOR WORK

## THE PHYSICAL ASSESSMENT (continued)

	POINTS	TOTAL
<b>6. Making self understood through speaking, writing, typing or other means normally used, unaided by another person</b>		
a) Cannot convey a simple message, such as the presence of a hazard	15	
b) Has significant difficulty conveying a simple message to strangers	15	
c) Has some difficulty conveying a simple message to strangers	6	
<b>7. Understanding communication by both verbal means (such as hearing or lip reading) and non verbal means (such as reading 16 point print) using any aid if it is reasonable to expect them to use, unaided by another person</b>		
a) Cannot understand a simple message due to sensory impairment, such as the location of a fire escape	15	
b) Has significant difficulty understanding a simple message from a stranger due to sensory impairment	15	
c) Has some difficulty understanding a simple message from a stranger due to sensory impairment	6	
<b>8. Navigation and maintaining safety, using a guide dog or other aid if normally used</b>		
a) Unable to navigate around familiar surroundings, without being accompanied by another person due to sensory impairment	15	
b) Cannot safely complete a potentially hazardous task such as crossing the road, without being accompanied by another person due to sensory impairment	15	
c) Unable to navigate around unfamiliar surroundings, without being accompanied by another person due to sensory impairment	9	
<b>9. Contenance - absence or loss of control leading to extensive evacuation of the bowel and/or bladder, other than enuresis (bed wetting) despite the presence of any aids or adaptations normally used</b>		
a) At least once a month experiences: <ul style="list-style-type: none"> <li>I. loss of control leading to extensive evacuation of the bowel and/or voiding of the bladder, or</li> <li>II. substantial leakage of the contents of a collecting device sufficient to require cleaning and a change of clothing</li> </ul>	15	
b) At risk of loss of control leading to extensive evacuation of the bowel and/or voiding of the bladder sufficient to require cleaning and a change of clothing, if not able to reach a toilet quickly	6	
<b>10. Consciousness during waking moments</b>		
a) At least once a week has an involuntary episode of lost or altered consciousness resulting in significantly disrupted awareness or concentration	15	
b) At least once a month has an involuntary episode of lost or altered consciousness resulting in significantly disrupted awareness or concentration	6	

# ASSESSMENT OF WHETHER A CLAIMANT HAS LIMITED CAPABILITY FOR WORK

## THE MENTAL, COGNITIVE AND INTELLECTUAL FUNCTION ASSESSMENT

	POINTS	TOTAL
<b>11. Learning tasks</b>		
a) Cannot learn how to complete a simple task, such as setting an alarm clock	15	
b) Cannot learn anything beyond a simple task, such as setting an alarm clock	9	
c) Cannot learn anything beyond a moderately complex task, such as the steps involved in operating a washing machine to clean clothes	6	
<b>12. Awareness of everyday hazards (such as boiling water or sharp objects)</b>		
a) Reduced awareness of the risks of everyday hazards leads to a significant risk of: I. Injury to self or others; or II. damage to property or possessions such that they require supervision for the majority of time to maintain safety	15	
b) Reduced awareness of the risks of everyday hazards leads to a significant risk of: I. Injury to self or others; or II. damage to property or possessions such that they frequently require supervision to maintain safety	9	
c) Reduced awareness of the risks of everyday hazards leads to a significant risk of: I. Injury to self or others; or II. damage to property or possessions such that they occasionally require supervision to maintain safety	6	
<b>13. Initiating and completing personal action (which means planning, organisation, problem solving, prioritising or switching tasks)</b>		
a) Cannot due to impaired mental function, reliably initiate or complete at least 2 sequential personal actions	15	
b) Cannot due to impaired mental function, reliably initiate or complete at least 2 sequential personal actions for the majority of the time	9	
c) Frequently cannot due to impaired mental function, reliably initiate or complete 2 sequential personal actions	6	
<b>14. Coping with change</b>		
a) Cannot cope with any change to the extent that day to day life cannot be managed	15	
b) Cannot cope with minor planned change (such as a pre-arranged change to the routine time scheduled for a lunch break) to the extent that day to day life is made significantly more difficult	9	
c) Cannot cope with minor unplanned change (such as the timing of an appointment on the day it is due to occur) to the extent that day to day life is made significantly more difficult	6	
<b>15. Getting about</b>		
a) Cannot get to any specified place with which the claimant is unfamiliar	15	
b) Is unable to get to any specified place with which the claimant is familiar without being accompanied by another person	9	
c) Is unable to get to any specified place with which the claimant is unfamiliar without being accompanied by another person	6	

# ASSESSMENT OF WHETHER A CLAIMANT HAS LIMITED CAPABILITY FOR WORK

## THE MENTAL, COGNITIVE AND INTELLECTUAL FUNCTION ASSESSMENT (continued)

POINTS TOTAL

### 16. Coping with social engagement due to cognitive impairment or mental disorder

a) Engagement in social contact is always precluded due to difficulty relating to others or significant distress experienced by the individual	15	
b) Engagement in social contact with someone unfamiliar to the claimant is always precluded due to difficulty relating to others or significant distress experienced by the individual	9	
c) Engagement in social contact with someone unfamiliar to the claimant is not possible for the majority of the time due to difficulty relating to others or significant distress experienced by the individual	6	

### 17. Appropriateness of behaviour with other people, due to cognitive impairment or mental disorder

a) Has on a daily basis, uncontrollable episodes of aggressive or disinhibited behaviour that would be unreasonable in any workplace	15	
b) Frequently has uncontrollable episodes of aggressive or disinhibited behaviour that would be unreasonable in any workplace	15	
c) Occasionally has uncontrollable episodes of aggressive or disinhibited behaviour that would be unreasonable in any workplace	9	