

# Reference Handbook

## INTRODUCTION

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## **Example: Skills**

**Expressing Negative Feelings** 

Planning a Meal

Sewing

Selecting a Job

Conversing about Impersonal Topics

### **Facts About Skills**

- A skill is evidenced in the masterful performance of a set of observable behaviors according to standards, for a purpose, in appropriate circumstances over time.
- Skills can be used in a variety of circumstances (i.e., with different people, in different situations, and in different places).
- Skills are gained through the study of knowledge (e.g., skill definition, benefits, behaviors, and condition for use) and practice of "how-to-do-it" behaviors.
- Skills, once mastered, are lasting.
- There are three types of skills: physical skills (require primarily bodily behaviors), emotional skills (require primarily interpersonal or intrapersonal behaviors), and intellectual skills (require primarily mental behaviors).

## **Summary of Functional Assessment**

### **Definition**

Functional Assessment is developing an understanding of a person's functioning in the critical skills needed to be successful and satisfied in a particular environment.

### **Benefit**

Functional Assessment suggests the skills the individual needs to develop.

### **Activities**

- Listing Critical Skills
- Describing Skill Use
- Evaluating Skill Functioning
- Coaching

#### **Condition**

When the individual has an overall rehabilitation goal.

