

AIC Referral Form (Community Services)



Name of Patient: _____ NRIC: _____ --

Common Fax: 6820 0730

Please call 6603 6931 if you do not receive any acknowledgement within 3 working days

Official Reg No: _____ Date of fax received: _____ for AIC input only)

Patient / family has consented to this application and to the disclosure of enclosed information to relevant agencies/service providers to facilitate the application Yes No

SECTION A: SERVICES REQUIRED (Refer to Service Type Annexe for Descriptions, Page 8)	Note: Sections B to G are mandatory for all services.					
	Summary: Additional sections to be completed					
	SERVICES	H	I	J	K	L
<u>Centre Based Services</u>						
<input type="checkbox"/> Day Rehabilitation (Please complete Section H: Rehab Certification); specify rehab type: _____	DR	√			√	
<input type="checkbox"/> Day Care	DC				√	
<input type="checkbox"/> Dementia Day Care (Please complete Section I: Dementia Information)	DDC		√		√	
<u>Home Health Care Services</u>						
Home Medical Service:						
<input type="checkbox"/> Follow-up of chronic illness/ prescription of medication	HM				√	
<input type="checkbox"/> Others (specify): _____						
Home Nursing Service:						
<input type="checkbox"/> Procedure: (Please complete Section J: Procedures)	HN			√	√	
<input type="checkbox"/> Health education/ monitoring of BP/ blood glucose						
<input type="checkbox"/> Caregiver Training (specify): _____						
<input type="checkbox"/> Others (specify): _____						
Home Therapy Service: (Please complete Section H: Rehab Certification)						
<input type="checkbox"/> Home Rehabilitation (Intensive)	HR/HBET	√			√	
<input type="checkbox"/> Home Based Exercise Training						
<input type="checkbox"/> Home Environment Review (Must be known to subsidized home care provider.)	HER				√	
<u>Home Social Services:</u> (Please complete Section L: Simplified Eligibility Assessment)						
<input type="checkbox"/> Meal-on-Wheels	MOW					√
<input type="checkbox"/> Medical Escort & Transport	MET					√
<input type="checkbox"/> Home Personal Care: (Refer to Service Type Annexe for following descriptions of sub-services)	HPC					√
<input type="checkbox"/> Personal Hygiene <input type="checkbox"/> Mind Stimulating Activities <input type="checkbox"/> Elder-Sitting & Respite						
<input type="checkbox"/> Assistance with other ADLs <input type="checkbox"/> Assistance with iADLs						
<input type="checkbox"/> Performing simple maintenance exercises prescribed by Registered Therapist						
<input type="checkbox"/> Assistance with Medication (Excludes medication packing)						

SECTION B: REFERRING SOURCE (i.e. person putting up this referral)

Name & Signature: _____
 Designation/Institution/Hospital: _____ Email: _____
 Contact no: _____ Fax: _____

SECTION C: CLIENT'S PARTICULARS (affix patient identification label below if available)

Name : _____
 NRIC/Passport/FIN/UID/No : _____
 Date of Birth (dd/mm/yyyy) : _____ Age: _____
 NRIC Address : _____
 Residential Address : _____
 (If different from NRIC address)
 Postal Code : _____
 Telephone : _____
 Accommodation : Private HDB (specify below)
 1-Rm 2-Rm 3-Rm 4-Rm 5-Rm
 Exec/Others
 Housing : Purchased Rental Lodge
 Lift-landing : Yes No

Race:
 Chinese Indian Malay
 Eurasian Others: _____

Gender:
 Male Female

Citizenship / IC colour:
 Singaporean / Pink S'pore PR / Blue
 Not available Others: _____

Marital Status:
 Single Married Widowed
 Separated Divorced

Language / Dialect Spoken:
 English Mandarin Malay
 Tamil Cantonese Hokkien
 Teochew Others: _____

Religion:
 Buddhist Taoist Islam
 Hindu Christian Catholic
 None Others: _____

Current Location of Client : Home Hospital -
 Ward/Bed: _____/_____

Date of Discharge (planned / actual): _____

SECTION D: SOCIAL INFORMATION

Contact person: _____ Relationship to patient: _____ Tel: _____
 Main Caregiver: _____ Relationship to patient: _____
 Patient is known to FSC/ Befriender/ Cluster support: No Yes (specify) _____
 Patient is known to MSW/ Case Mgr/ Care Coordinator No Yes (specify) Name: _____ Tel: _____
 Other social details/remarks: _____

SECTION E: PREFERENCES

Preferred Provider (if any): _____ No preference

Following questions only applicable for Centre Based services

Diet (Day Care/Dementia Day care only): No Preference Yes (specify): _____
 Transport required? : Yes No
 Escort required to bring patient to wait for transport? : Yes No
 Staircrawl service required? (if patient staying on non-lift landing) : Yes No

(Transport, Escort & Staircrawl service are subjected to centre availability)

SECTION F: MEDICAL HISTORY

If hospital medical discharge summary or doctor memo (doctor's name & MCR no. are stated clearly) is provided, please indicate "see attached" in Section F & G

Primary Diagnosis :

Summary of Medical Conditions / Problems (please attach memo if insufficient space)

Is patient diagnosed as dementia? Yes (Proceed to the Type of Dementia) No Unsure

Type of Dementia: Multi-Infarct/Vascular Alzheimer's Disease Others: _____

(Please note: Patients referred to Dementia Day Care service must be diagnosed to be suffering from dementia by a SMC registered Medical Practitioner.)

Summary of Investigations and Management

CXR (Date Taken _____): NA Normal Abnormal: _____

Medications / Dosage / Frequency:

Drug Allergies : No Yes (Specify): _____

SECTION G: SCREENING

Does patient currently have any active infectious disease?

No Yes (specify): _____ Precaution: Standard Contact Others _____

Are there any other precautions to be taken or conditions that would require closer monitoring?

No Yes (specify): _____

PARTICULARS OF DOCTOR OR HEALTHCARE PROFESSIONAL COMPLETING SECTION F & G

Name & signature : _____

Designation : _____

MCR no. (For Doctor) : _____

Institution/hospital : _____

Contact no : _____

Date : _____

Name stamp (if any):

SECTION H: REHAB CERTIFICATION
(To complete ONLY if applying for Day Rehabilitation/ Home Rehabilitation Services/ Home-Based Exercise Training.)

Patient is suitable and can benefit from rehabilitation? Yes No

(Please note: Only a SMC-registered Medical Practitioner or AHPC FULL-registered PT/OT/ST or SNB-registered Advanced Practice Nurse can certify above.)

PARTICULARS OF DOCTOR OR THERAPIST OR APN COMPLETING SECTION H

- SMC registered Medical Practitioner Refer to particulars of Doctor completing section F & G
- AHPC full-registered PT/OT/ST
- SNB registered APN

Name & Signature: _____

MCR No. (For Doctor): _____

Practicing Cert No. (For Therapist): _____

SNB No. (For APN): _____

Name of institution/Hospital: _____

Contact no: _____

Date: _____

Name stamp (if any):

SECTION I: DEMENTIA INFORMATION
(To complete ONLY if applying for Dementia Day Care Service.)

Patient has any dementia follow-up?

- No
- Yes

Doctor's Name: _____ Hospital/Institution: _____ Next TCU date (if applicable): _____

Cognitive & Behavioural Symptoms (Please tick if present & provide details)

- Paranoid & Delusional Ideation: _____
- Hallucinations: _____
- Day/Night Disturbance: _____
- Anxieties & Phobia: _____
- Activity Disturbances:** Wandering Purposeless activity Inappropriate activity _____
- Aggressiveness:** Verbal Outburst Physical threats and/or violence Agitation
- Affective Disturbance:** Tearfulness Depressed mood / others _____

Additional Remarks / Details

SECTION J: PROCEDURES (ie wound dressing, change of feeding tube, urinary catheters, stoma, injections etc)
 (To complete ONLY if applying for Home Nursing Service.)

Feeding tube : Ryle's tube Flexiflo/kangaroo Others, specify _____ Size: _____ Due for change on: _____

Urinary Catheter : Indwelling Suprapubic Clean Intermittent Self Catheterization

Size: _____ Due for change on: _____

Type: Latex Silicone elastoma coated Hydrogel coated Silicone 100%

Wound : Site: _____ Dressing Type: _____

Freq of Change: _____ Date of last change: _____

Stoma Care : Tracheostomy Dressing due for change on: _____

PEG Dressing due for change on: _____

Colostomy Dressing due for change on: _____

Ileostomy Dressing due for change on: _____

Injection (IM/ SC) : Type of injection: _____ Dosage: _____ Frequency: _____ Date of last injection: _____

Others: _____

SECTION K: CURRENT FUNCTIONAL STATUS
 (To complete ONLY if applying for Centre Based &/or Home Health Care Services)

Visual Impairment: No Yes _____

Hearing Impairment: No Yes _____

Mental Status: Rational Confused Unable to respond Others: _____

Mobility Status: Bedbound Wheelchair Ambulating (Proceed to Walking Aid)

Walking Aid : N/A Walking Stick / Umbrella Quad Stick Walking frame Others: _____

Assistance level required for **wheelchair** or **ambulating**
 Independent Minimal Assist Moderate Assist Maximum Assist / Dependent

Activity Tolerance: Poor (0 to < 15mins) Fair (15 to 45 mins) Good (> 45 mins)

Transfers: Independent Minimal Assist Moderate Assist Maximum Assist / Dependent

Feeding: Independent Needs Assistance Dependent : Oral NG tube PEG

Toileting: Independent Needs Assistance Dependent / Incontinent : on diapers urinary catheter

Bowel Management: Continent Diapers Colostomy ileostomy Others _____

Respiratory Care: N/A Oxygen Therapy Suction BIPAP Trachy care Others _____

SECTION L: SIMPLIFIED ELIGIBILITY ASSESSMENT (PART 1)

(To complete ONLY if applying for Meals On Wheels / Medical Escort & Transport/ Home Personal Care.)

FUNCTIONAL STATUS

1. Does client need any supervision or help to move between locations on the same floor level?

Note : If person is self-sufficient using assistive devices, indicate as No.

0 – No 1 - Yes

2. Does client need any supervision or help to manage personal hygiene?

Includes: Combing hair, brushing teeth, shaving, make-up, washing face or hands.

Excludes: Baths and showers

0 - No 1 - Yes

3. Does client need any supervision or help to bathe or dress and undress below the waist?

Includes: Moving in and out of showers. For dressing/ undressing, includes street clothes, underwear, prostheses, belts, pants, skirts & shoes.

Excludes: Washing of back and hair.

0 - No 1 - Yes

4. Does client have difficulty hearing (with hearing aid normally used)?

0 - No 1 - Yes

5. Does client have difficulty seeing in adequate light (with glasses or with other visual appliance normally used)?

0 - No 1 - Yes

HEALTH CONDITIONS

6. Does client sometimes feel short of breath when performing daily tasks?

Includes: Shortness of breath at rest or during normal daily activities

0 - No 1 - Yes

7. Does client have any conditions that make his/ her health unstable?

Includes: Any disease or condition that causes fluctuating or unstable ADL, cognition, mood, or behavior, such as dementia, heart failure, gout and rheumatoid arthritis.

0 - No 1 - Yes

8. Self-reported health: Ask: "In general, how would you rate your health?"

0 - Excellent/ Good 1 - Fair/ Poor 8 - Could not (would not) respond

9. Self-reported mood: Ask: "In the last 3 days, have you felt sad, depressed or hopeless?"

0 – No 1 - Yes 8 - Could not (would not) respond

COGNITION AND BEHAVIOUR

10. Does someone help client to make decisions about daily tasks?

Includes: When to get up, have meals, clothing, and activities.

0 - No 1 - Yes

11. Ask client to remember 3 unrelated items (e.g. orange, pencil, chair) and let him/ her know you will ask about them again 5 min later. Can client recall after 5 min?

0 - Short-term Memory Ok 1 – Short-term Memory Problem 8 – Unable to Assess

CAREGIVER

12. Does client have a caregiver?

0 - Yes, client stays with caregiver providing 24/7 care or care during the day

1 - Yes, client stays with caregiver who is not at home during the day

2 - No, client stays alone or has no caregiver

13. If client has a caregiver, is the caregiver frail?

0 - No 1 – Yes 8 - NA

14. Caregiver status - Caregiver reports feeling overwhelmed by client's illness

0 - No 1 – Yes 8 - NA

15. If client has a caregiver, does the caregiver have difficulty doing the following for client?

0 - No 1 – Yes 8 - NA

- a. Prepare/ buy him meals?
- b. Go for appointments with him?
- c. Provide personal care for him?

SECTION L: SIMPLIFIED ELIGIBILITY ASSESSMENT (PART 2)

(To complete ONLY if applying for Meals On Wheels / Medical Escort & Transport/ Home Personal Care.)

ADDITIONAL ASSESSMENT FOR SERVICES

*Please answer Q16 to 18, and 20 for MOW services.
Please answer Q17 to 21, and 25 to 27 for MET services.
Please answer Q21 to 24, and 25 to 27 for HPC services*

Functional Status

16. Does client need any supervision or help to prepare or buy his/ her meals?
e.g. planning meals, assembling ingredients, cooking, setting out food and utensils
0 – No 1 – Yes

17. Does client need any supervision or help to manage a full flight of stairs? (12-14 steps)
0 – No 1 – Yes

18. Does client need any supervision or help to travel by public transportation (navigating system, paying fare) or drive him/ herself (including getting out of house, into and out of vehicles)?
0 – No 1 – Yes

19. Does client need any supervision or help to access the common corridor from his or her house?
e.g. navigating stairs or kerb from house to common corridor
0 – No 1 – Yes

20. How does client move around in the community?
0 – Independent 1 – Need quadstick/walking stick
2- Need wheelchair 3 – Total dependence

21. How easily can client transfer him/ herself from bed to chair and back?
0 – Independent 1 – Need set-up help/ supervision/ limited assistance
2 - Need extensive to maximal assistance 3 – Bedbound

22. Can client use the toilet or commode and cleanse him/ herself after toilet use?
0 – Independent 1 – Need set-up help/ supervision/ limited assistance
2 - Need extensive to maximal assistance 3 – Total dependence

23. Can client eat and drink on his/ her own?
Note: Regardless of skill, including tube feeding
0 – Independent 1 – Need set-up help/ supervision/ limited assistance
2 - Need extensive to maximal assistance 3 – Total dependence

24. Does client need any supervision or help for ordinary work around the house?
e.g. doing dishes, dusting, making bed, tidying up, laundry
0 – No 1 – Yes

COGNITION AND BEHAVIOUR

25. Has client displayed any aggressive, socially inappropriate or disruptive behaviour in the last 3 days?
0 - Not present 1 – Present, but not exhibited in last 3 days
2 - Exhibited on 1-2 of last 3 days 3 - Exhibited daily in last 3 days

COMMUNICATION

26. Can client express information content? (includes both verbal & non-verbal expression)
0 - Understood (expresses ideas without difficulty) 1 - Usually/ often understood
2 - Sometimes understood 3 - Rarely or never understood

27. Can client understand information presented to him/ her? (however able; with hearing appliance normally used)
0 - Understands (clear comprehension) 1 - Usually/ often understands
2 – Sometimes understands 3 - Rarely or never understands

28. Any other comments/information (e.g. infectious diseases, client preferences to note etc.)? _____

SERVICE TYPE ANNEXE

(For more details of service type, please refer to Singapore Silver Pages, www.silverpages.sg)

Service Type	Description
Day Rehab (DR) Home Rehabilitation (HR)	Rehabilitation services such as strength, balance and mobility training, activities of daily living (“ADLs”) and instrumental ADL (“IADLs”) training for seniors who had conditions that affect their mobility or functional abilities e.g. walking, dressing etc. Day rehab is conducted at the rehab centre. Home Rehab is conducted at home, only for home bound patients. Each session may range from 1-1.5 hours dependent on client’s need and tolerance.
Home-Based Exercise Training (HBET)	Therapist will design and review maintenance exercise for client and train caregiver on the exercise prescribed.
Day Care (DC)/Dementia Day Care (DDC)	Full day service at centre-based environment, providing care for frail seniors’. It also serves as a support and respite for their family and/ caregivers
Home Medical (HM)	Home medical service caters to frail (home-bound) or bedridden clients who require continuing or long term medical care
Home Nursing (HN)	Home nursing service caters to frail (home-bound) or bedridden clients who need nursing care/procedure(s), such as wound dressing, injections and changing feeding tubes, which can only be provided by a trained nurse.
Meals-On-Wheels (MOW)	Meal delivery service for homebound seniors to continue living in the community despite their frailty and also support working and frail caregivers who is unable to cater to their meals arrangement.
Medical Escort & Transport (MET)	Medical Transport and/ escort service for homebound seniors who encounter difficulties for medical appointments and also support working and frail caregivers who is unable to assist.
Home Personal Care (HPC) *Providers might not be able to accept stand-alone service like Assistance with Medication/ iADLs (e.g.: grocery shopping and housekeeping)	Home personal care service caters to frail client who need assistance in personal care tasks e.g. personal hygiene, ADL, iADL etc., which their loved one is unable to cater to such need. Below are the descriptions of sub-service. <u>Personal Hygiene</u> Includes services such as: <ul style="list-style-type: none"> • Bathing and/or assisted bathing for the Client • Changing of clothes, undergarments, continence aids and any soiled sheets • Brushing of teeth and cleaning of dentures • Toileting and other elimination needs • Cleaning skin around the urinary catheter and draining bags <u>Assistance with other ADLs</u> Includes services such as lifting, transferring and positioning of Client, assisting with oral and/or nasogastric tube feeding. <u>Assistance with iADLs</u> Includes services such as assisting in light housekeeping and laundry, simple errands such as grocery shopping etc. <u>Mind Stimulating Activities</u> Includes services such as playing memory games, mental processing games, spatial orientation block games, Sudoku etc. <u>Elder-Sitting and Respite</u> Includes services such as companionship, and any other recreational and leisure activities within the home setting which is part of the Client’s interests. <u>Assistance with Medication</u> Includes services such as medication reminder and assistance with following type of medications: <ul style="list-style-type: none"> • Oral medications; • Topical medications for stable skin surface; • Intra-aural, nasal and ocular medications; • Dulcolax suppositories • Medicated baths (including Sitz baths) • Metered dose inhalers <u>Performing Simple Maintenance Exercises prescribed by Registered Therapist</u> Performance of simple physical exercises for Client, under direction, prescription and training of a registered therapist