
FUNCTIONAL ASSESSMENT QUESTIONNAIRE

1. Background and Rationale

The Functional Assessment Questionnaire is adapted from the Informant Questionnaire on Cognitive Decline in the Elderly (IQCODE) and is widely used as a screening test for dementia, particularly where the subject is unable to undergo direct cognitive testing or for screening in populations with low levels of education and literacy.

The Functional Assessment Questionnaire assesses change in the participant's functional abilities and provides information on whether the participant has experienced cognitive decline.

2. Equipment and Supplies

- Black pen or No. 2 pencils with eraser

3. Safety Issues and Exclusions

The Functional Assessment Questionnaire should only be administered if the participants have agreed to this in their consent form and should only be sent to the contact person specified by the participant at the time the consent is reviewed and signed.

4. Contact Person

The Functional Assessment Questionnaire will be sent only to a contact person if the participant consents and only to the contact person specified by the participant. A contact person should be someone who has known the participant for at least a few years and someone who sees the participant on a regular basis. The contact person does not have to live with the participant.

5. Detailed Measurement Procedures

This questionnaire will be sent by mail to the contact person designated by the participant. It is meant to compare what the participant was like several years ago to what she is like now. The contact person is first asked to indicate his or her relationship to the participant (eg, spouse, daughter, son, sibling, friend, caregiver, or other) and the number of years that he/she has known the participant.

Situations related to the participants' daily functioning are presented in the questionnaire and the person must indicate whether these situations have improved, stayed the same, or

got worse over the past several years by filling in the bubble that corresponds to the appropriate answer.

The choices for each situation are:

- 1 - Much improved
- 2 - A bit improved
- 3 - Not much change
- 4 - A bit worse
- 5 - Much worse
- 6 – Don't know

For example, if several years ago, the participant always forgot where she had left things, and still does today, then this would be considered "Not much change".

6. Scoring

The Functional Assessment Questionnaire will be scored centrally at the Coordinating Center.

7. Alert Values/Follow-up/Reporting

No alert values. Follow-up may occur based on an evaluation of the Functional Assessment Questionnaire and the participant's performance on the battery of cognitive function tests. Please see the "Cognitive Function Battery" protocol for more details.

8. Quality Assurance

8.1 Training Requirements

The examiner requires no special qualifications or prior experience to perform this assessment. Training should include:

- Read and study manual
- Attend SOF training session on techniques (or observe administration by experienced examiner)
- Practice on volunteers
- Discuss problems and questions with local expert or QC officer

8.2 Certification Requirements

- Complete training requirements
- Conducts exam while being observed by QC officer

8.3 Quality Assurance Checklist

- Subject given correct instructions and demonstration