

FUNCTIONAL SKILLS SCREENING INVENTORY: Employment Edition 17 point scale
(Print copy for reporter when assessing job site or workstation)

- 0 points** (0% of time) mean that the job never, ever uses this skill. The skill is not important at any time with this activity.
- .25 points** means that the job does not rely on this skill but it may be present if used only 5% of the time.
- .50 points** means that the skill is required at most 10% of the time and is not central to completion of the task.
- .75 points** means that the skill is used, but not more than 20% of the time and is not crucial to completion of the task.
- 1.0 points** (25% of time) means that the job requires use of this skill about 25% of the time and may require supervision or monitoring by another to assure completion of task.
- 1.25 points** means that the job requires some use of this skill but supervision or monitoring is expected to assure completion of task.
- 1.50 points** means that the job requires has use of this skill but supervision, prompting, and monitoring is expected to assure that the task is completed.
- 1.75 points** means that the job uses this skill some of the time with supervision, prompting, and monitoring to assure completion of the task.
- 2.00 points** (50% of time) mean that the job uses this skill about half the time. Minimal supervision or monitoring is also used on this work task.
- 2.25 points** means that this job uses the skill a little more than half time and may imply that prompting or monitoring is expected to assure completion.
- 2.50 points** means that the job relies on this skill more than half time and that the individual is expected to initiate part of the task (beginning with minimal prompts, stops when completed).
- 2.75 points** means that the job requires this skill and that the individual may be reminded to start, do, stop activity as part of the process of completion of the task.
- 3.00 points** (75% of time) means that the job uses this skill a majority of the time and would expect little if any supervision or monitoring to complete the task.
- 3.25 points** means that the job uses this skill and needs minimal support (reminding, verbal prompting, scheduling or listing) to complete the task.
- 3.50 points** means that the job requires this skill most of the time and the individual is expected to do the task with little prompting or reminding.
- 3.75 points** means that the job uses this skill all of the time and there will be irregular reminders to complete the task.
- 4.0 points** (100% of time) means that this job requires this behavior/skill all of the time in every aspect of the task. No supervision or monitoring is expected in having this task complete.