



National Ability Supports System (NASS)

Data collection form (v1.6)



Guidance

Please see NASS system user manual for information on all fields and service definitions.

Only complete sections of the form relevant to the service user – *asterisked fields are required.

Complete grids for service types currently availed of and those required in the next 5 years.

To contact the NASS team: nass@hrb.ie

Administration

1. Main service provider* (Name of service)		2. Person responsible	3. Area of service Auto-populates in NASS
4. Area providing funding*	Areas (insert appropriate CHO number) CHO 1 - Donegal, Sligo/Leitrim, West Cavan and Cavan/Monaghan CHO 2 - Galway, Roscommon, Mayo CHO 3 - Clare, Limerick, North Tipperary/East Limerick CHO 4 - Kerry, North Cork, Cork North Lee, Cork South Lee, West Cork CHO 5 - South Tipperary, Carlow/Kilkenny, Waterford, Wexford CHO 6 - Wicklow, Dublin South including Dun Laoghaire, Dublin South East CHO 7 - Kildare/West Wicklow, Dublin West, Dublin South City, Dublin South West CHO 8 - Laois/Offaly, Longford/Westmeath, Louth/Meath CHO 9 - Dublin North, Dublin North Central, Dublin North West 99 - Unknown		
5. Service user (client) number	6. IHI	7. Referral date* (DD/MM/YY) ____/____/____	
8. NIDD/NPSDD PIN	NASS ID	9. Date of death (DD/MM/YY) ____/____/____	

Service user details

10. Forename* _____ 11. Surname* _____ 12. - 21. Address* _____ _____ _____ Eircode _____		22. Email address _____ 23. Phone no. 1* _____ 24. Phone no. 2 _____ 26. Date of birth* (DD/MM/YY) ____/____/____ 27. Year of birth (YYYY) _____		25. Sex at birth* (circle code below) 1. Male 2. Female 25a. Gender (Optional to identify if different to sex assigned at birth) 1. Man/boy 2. Woman/girl 3. Non-binary 4. Identifies in another way 5. Do not wish to disclose	
28. Employment status* (circle code below) 1. In paid employment (including part-time) 9. Supported employment 2. Unemployed 3. Training/day programme 4. Student/pupil 5. Housewife/husband 6. Retired 7. Unable to work due to disability 8. Other 99. Not known 29. If other, specify _____		30. Ethnic/cultural background* [self-identified] (circle code below) 9. White - Irish 10. White - Irish Traveller 11. White - Roma 12. White - Any other white background 13. Black or Black Irish - Black African 14. Black or Black Irish - Any other Black background 15. Asian or Asian Irish - Chinese 16. Asian or Asian Irish - Indian/Pakistani/Bangladeshi 17. Asian or Asian Irish - Any other Asian background 18. Other, including mixed group/background - Arabic 19. Other, including mixed group/background - Mixed, write in description 20. Other, including mixed group/background - Other, write in description 8. Do not wish to answer this question 99. Not known		31. Living with* (circle code below) 1. Alone 2. Wife/husband/partner, no children 3. Wife/husband/partner and children 4. One parent 5. Both parents 13. One parent and sibling(s) 14. Both parents and sibling(s) 7. Daughter(s)/son(s) 8. Sibling(s) 9. Other relative(s) 10. Non-relative(s) 11. In a residential setting 12. Foster family 99. Not known	

Primary carer

33. Have you a primary carer? * (circle code below) 1. Yes 0. No 88. Not applicable	34. Do they live with you? (circle code below) 1. Yes 0. No 88. Not applicable	35. Relationship of primary carer (circle code below) 1. Wife/husband/partner 2. Parent 3. Foster parent 4. Daughter/son 5. Sibling 6. Other relative 7. Non-relative 88. Not applicable	36. Age group of primary carer (circle code below) 1. 17 years of age or under 2. 18 - 49 3. 50 - 59 4. 60 - 69 5. 70 - 79 6. 80 years of age or over 88. Not applicable 99. Not known
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Nominated person

Complete nominated person section for all service users aged less than 16 years. *Asterisked fields are only required where 'Nominated person' details are provided.

37. Name (forename and surname)	37.1. Name (forename and surname)
38. Address* – please tick if same as service user ☐ otherwise record below:	38.1. Address* – please tick if same as service user ☐ otherwise record below:
Eircode	Eircode
45. Email	45.1. Email
46. Phone no. 1*	46.1. Phone no. 1*
47. Phone no. 2	47.1. Phone no. 2
48. Relationship to service user* (circle code below) 1. Wife/husband/partner 2. Parent 3. Foster parent 4. Daughter/son 5. Sibling 6. Other relative 7. Non-relative	48.1. Relationship to service user* (circle code below) 1. Wife/husband/partner 2. Parent 3. Foster parent 4. Daughter/son 5. Sibling 6. Other relative 7. Non-relative
49. Best time to contact	49.1. Best time to contact

Detail of Disability

50. Disability type*	Primary (Select one)	Secondary (Select all that apply)	51. Degree of intellectual disability* <i>(If 1. Intellectual selected at Q50, please record degree of intellectual disability - circle code below)</i>
1. Intellectual	☐	☐	1. Borderline
2. Autism	☐	☐	2. Mild
3. Deafblind – dual sensory	☐	☐	3. Moderate
4. Developmental delay (under 10 years only)	☐	☐	4. Severe
5. Hard of hearing and/or Deafness	☐	☐	5. Profound
6. Neurological	☐	☐	6. Not verified
7. Physical	☐	☐	
8. Specific learning difficulty (other than intellectual)	☐	☐	
9. Speech and/or language	☐	☐	
10. Visual	☐	☐	
11. Mental health	☐	☐	
12. Not verified	☐	☐	

Record diagnosis or diagnoses *Diagnosis is not mandatory but if diagnosis information is recorded, asterisked fields are required.

52. Diagnosis 1 (see diagnosis list)	52.1 Diagnosis 2	52.2 Diagnosis 3
54. Source of diagnosis* (circle code below) 1. Hospital specialist 2. GP 3. Multidisciplinary team 4. Psychiatrist 5. Other healthcare professional 6. CDNT information	54.1 Source of diagnosis* (circle code below) 1. Hospital specialist 2. GP 3. Multidisciplinary team 4. Psychiatrist 5. Other healthcare professional 6. CDNT information	54.2 Source of diagnosis* (circle code below) 1. Hospital specialist 2. GP 3. Multidisciplinary team 4. Psychiatrist 5. Other healthcare professional 6. CDNT information

Services Use the relevant sections below to record service types currently availed of and required within 5 years.

Residential

Residential setting

14. Accommodation in the community
15. Accommodation on campus [c]
4. Nursing home
5. Specialist facility – dementia
6. Specialist facility – challenging behaviour
7. Specialist facility – neurological
8. Specialist facility – physical

9. Specialist facility – mental health comorbidity
10. Psychiatric hospital
11. Other hospital
12. Hospice
13. Home sharing - shared living family

Note: **Residential** code marked [c] should only be current and ideally, should not be selected as a future service need.

Current 57.1-71.1							
Please complete the grid below using a row for each residential service the service user avails of currently. Insert the appropriate number (code) to record the type of residential service, level of support provided, number of nights per week and if enhancement is required.							
Service provider* (Name of service)	Location (Address or other location details of service)	Residential setting* (Enter code from list above)	Level of support* (Code)	Start date* (DD/MM/YY)	Date service ended (DD/MM/YY) Required if a service is no longer being received or if an intervention has ended.	Nights per week* (Code)	Enhancement required in next 12 months?* (Code)
			1. Minimum 2. Low 3. Medium/moderate 4. High 5. Intensive 1 to 1 6. Intensive > 1 to 1 88. Not applicable			1. 4 nights 2. 5 nights 3. 7 nights	1. Yes 2. Yes – increased staff to service user ratio 3. Yes – additional support hours/days /nights 4. Yes – increased staff to service user ratio and additional support hours/days/nights 5. Yes – child to adult services 7. Yes – incompatible placement 0. No 99. Not known

Unmet need 72.1-76.1			
Please complete grid below using a row for each unmet need for residential service. Insert the appropriate number (code) to record the type of residential service, level of support, year required and if formally assessed.			
Residential setting* (Enter code from list above)	Level of support* (Code)	Year service required* (Enter year YYYY) Must be within next 5 years (current year +5).	Has this requirement been formally assessed?* (Code)
	1. Minimum 2. Low 3. Medium 4. High 5. Intensive 1 to 1 6. Intensive > 1 to 1 88. Not applicable		1. Yes 2. Yes, and on local authority housing list (residential only) 0. No 99. Not known

Day

Day service

24. New Directions day programme
25. Other day programme (non-New Directions)
9. Rehabilitative training
12. Mainstream early childhood education and care
13. Special early childhood education and care

19. Mainstream primary/secondary school
20. Special primary/secondary school
21. Special class or unit in mainstream primary/secondary school
22. Third level education
23. Home tutor

Current 57.2-71.2							
Please complete the grid below using a row for each day service the service user avails of currently. Insert the appropriate number (code) to record the type of day service, level of support provided, number of days per week, number of weeks per year and if enhancement is required.							
Service provider* (Name of service)	Location (Address or other location details of service)	Day service* (Enter code from list above)	Level of support* (Code)	Start date* (DD/MM/YY)	Date service ended (DD/MM/YY) Required if a service is no longer being received or if an intervention has ended.	Days/Week* (No. 0.5-7)	Enhancement required in next 12 months?* (Code)
			1. Staff to service user ratio is 1 to 10+ 2. Between 1 to 6 and 1 to 9 3. Between 1 to 4 and 1 to 5 4. 1 to 3 5. 1 to 2 6. 1 to 1 7. Greater than 1 to 1 88. Not applicable				1. Yes 2. Yes – increased staff to service user ratio 3. Yes – additional support hours/days/nights 4. Yes – increased staff to service user ratio and additional support hours/days/nights 5. Yes – child to adult services 7. Yes – incompatible placement 8. Yes – level of support beyond funding allocation (day only) 0. No 99. Not known

Unmet need 72.2-76.2			
Please complete grid below using a row for each unmet need for day service. Insert the appropriate number (code) to record the type of day service, level of support, year required and if formally assessed.			
Day service* (Enter code from list above)	Level of support* (Enter code from list above)	Year service required* (Enter year YYYY) Must be within next 5 years (current year +5).	Has this requirement been formally assessed?* (Code)
			1. Yes 0. No 99. Not known

Day respite							
Day respite service							
1. Centre based respite (includes clubs and camps) 2. Own home respite (includes evenings)				3. Home sharing short breaks family 4. Home sharing contract family			
Current 57.3-71.3		Please complete the grid below using a row for each day respite service the service user avails of currently. Insert the appropriate number (code) to record the type of day respite service, level of support provided, number of day sessions and if enhancement is required.					
Service provider* (Name of service)	Location (Address or other location details of service)	Day respite service* (Code)	Level of support* (Code) 1. Staff to service user ratio is 1 to 10+ 2. Between 1 to 6 and 1 to 9 3. Between 1 to 4 and 1 to 5 4. 1 to 3 5. 1 to 2 6. 1 to 1 7. Greater than 1 to 1 88. Not applicable	Start date* (DD/MM/YY)	Date service ended (DD/MM/YY) Required if a service is no longer being received or if an intervention has ended.	Sessions* (Number)	Enhancement required in next 12 months?* (Code) 1. Yes 2. Yes – increased staff to service user ratio 3. Yes – additional support hours/days/nights 4. Yes – increased staff to service user ratio and additional support hours/days/nights 5. Yes – child to adult services 6. Yes – incompatible placement 0. No 99. Not known
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Unmet need 72.3-76.3		Please complete grid below using a row for each unmet need for day respite service. Insert the appropriate number (code) to record the type of day respite service, level of support, year required and if formally assessed.					
Day respite service* (Enter code from list above)	Level of support* (Enter code from list above)	Year service required* (Enter year YYYY) Must be within next 5 years (current year +5).			Has this requirement been formally assessed?* (Code) 1. Yes 0. No 99. Not known		
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Overnight respite							
Overnight respite service							
1. House in the community/centre-based respite 2. Own home respite 3. Holiday respite (residential/centre-based/summer camp)				4. Holiday respite (hotel/B&B/hostel) 5. Home sharing short breaks family 6. Home sharing contract family 7. Nursing home respite			
Current 57.4-71.4		Please complete the grid below using a row for each overnight respite service the service user avails of currently. Insert the appropriate number (code) to record the type of overnight respite service, level of support provided, number of nights and if enhancement is required.					
Service provider* (Name of service)	Location (Address or other location details of service)	Overnight respite service* (Code)	Level of support* (Code) 1. Minimum 2. Low 3. Medium 4. High 5. Intensive 1 to 1 6. Intensive > 1 to 1 88. Not applicable	Start date* (DD/MM/YY)	Date service ended (DD/MM/YY) Required if a service is no longer being received or if an intervention has ended.	Respite nights received* (Number)	Enhancement required in next 12 months?* (Code) 1. Yes 2. Yes – increased staff to service user ratio 3. Yes – additional support hours/days/nights 4. Yes – increased staff to service user ratio and additional support hours/days/nights 5. Yes – child to adult services 7. Yes – incompatible placement 0. No 99. Not known
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Unmet need 72.4-76.4		Please complete grid below using a row for each unmet need for overnight respite service. Insert the appropriate number (code) to record the type of overnight respite service, level of support, year required and if formally assessed.					
Overnight respite service* (Enter code from list above)	Level of support* (Enter code from list above)	Year service required* (Enter year YYYY) Must be within next 5 years (current year +5).			Has this requirement been formally assessed?* (Code) 1. Yes 0. No 99. Not known		
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Supports for daily living

Supports for daily living services

1. Personal assistant

2. Home support (including Supported Self-Directed Living support)

9. Supported Self-Directed Living support – sleepover cover at night

10. Supported Self-Directed Living support – awake cover at night

3. Community support

4. Participation in voluntary work

Current 57.5-71.5

Please complete the grid below using a row for each **support for daily living** the service user avails of currently. Insert the appropriate number (code) to record the type of support for daily living, level of support provided, number of hours per week and if enhancement is required.

Service provider* (Name of service)	Location (Address or other location details of service)	Support for daily living* (Code)	Level of support* (Code) 1. Staff to service user ratio is 1 to 10+ 2. Between 1 to 6 and 1 to 9 3. Between 1 to 4 and 1 to 5 4. 1 to 3 5. 1 to 2 6. 1 to 1 7. Greater than 1 to 1 88. Not applicable	Start date* (DD/MM/YY)	Date service ended Required if a service is no longer being received or if an intervention has ended. (DD/MM/YY)	Hours/Week* (Number)	Enhancement required in next 12 months?* (Code) 1. Yes 2. Yes – increased staff to service user ratio 3. Yes – additional support hours/days/nights 4. Yes – increased staff to service user ratio and additional support hours/days/nights 5. Yes – child to adult services 0. No 99. Not known
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Unmet need 72.5-76.5

Please complete grid below using a row for each **unmet need** for supports for daily living. Insert the appropriate number (code) to record the type of support, level of support, year required and if formally assessed.

Support for daily living* (Enter code from list above)	Level of support* (Enter code from list above)	Year service required* (Enter year YYYY) Must be within next 5 years (current year +5).	Has this requirement been formally assessed?* (Code) 1. Yes 0. No 99. Not known
__ __	__ __	__ __ __ __	__ __
__ __	__ __	__ __ __ __	__ __

Specialist supports

Specialist supports

1. Assistive technology/client technical service

2. Behaviour therapy

3. Case manager

4. Key worker

5. Complementary therapy

6. Creative therapy

7. Dietetics

8. Orthotics/prosthetics

9. Chiropody

10. Dentistry/orthodontics

11. Palliative care

12. Nursing

13. Occupational therapy

14. Play therapy

15. Physiotherapy

16. Psychiatry

17. Clinical psychology

18. Counselling psychology

19. Educational psychology

20. Neuro psychology

21. Resource Teacher

22. Special Needs Assistant (SNA)

23. Social work

24. Speech and language therapy

25. Vision communication - IT/AT & alternative formats

26. Vision rehabilitation services

27. Neurorehabilitation services

28. Aural communication - IT/AT & alternative formats

29. Aural rehabilitation services

30. Animal-assisted therapy

31. Children’s Disability Network Team (CDNT)

32. Peer support

33. Advocacy

34. Transport services

35. Guide dog/assistance dog

36. Family and caregiver supports

37. Behavioural support

Current 57.6-71.6

Please complete the grid below using a row for each **specialist support service** the service user avails of currently. Insert the appropriate number (code) to record the type of specialist support, frequency of support and if enhancement is required.

Service provider* (Name of service)	Location (Address or other location details of service)	Specialist support service* (Code)	Start date* (DD/MM/YY)	Date service ended Required if a service is no longer being received or if an intervention has ended. (DD/MM/YY)	Frequency of support* (Code) 1. Once a year 2. Once in 6 months 3. Once in 3 months 4. Once in 2 months 5. Once a month 6. Once in 2 weeks 7. Once a week 8. Twice a week 9. More than twice a week 10. As required	Enhancement required in next 12 months?* (Code) 1. Yes 2. Yes – increased staff to service user ratio 3. Yes – additional support hours/days/nights 4. Yes – increased staff to service user ratio and additional support hours/days/nights 5. Yes – child to adult services 0. No 99. Not known
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Unmet need 72.6-76.6

Please complete grid below using a row for each **unmet need** for specialist support. Insert the appropriate number (code) to record the type of specialist support, year required and if formally assessed.

Specialist support* (Enter code from list above)	Year service required* (Enter year YYYY) Must be within next 5 years (current year +5).	Has this requirement been formally assessed?* (Code) 1. Yes 0. No 99. Not known
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5

Assistive products

You may record any assistive products that the service user currently uses or has been assessed as requiring - provide as much detail as possible about the item so that it can be identified using the NSAI assistive products list on NASS.

77. Current

77. Unmet need

Review

83. Review date* (DD/MM/YY) __/__/__

84. Person responsible*

85. Has the service user been involved in the completion of this form?*

(circle code below)

1. Yes
0. No
99. Not known

86. Have others been involved in the completion of this form?*

(circle code below)

1. Yes
0. No
99. Not known

87. If yes, what is their relationship to the service user?*

(circle code below)

1. Wife/husband/partner
2. Parent
3. Foster parent
4. Daughter/son
5. Sibling
6. Other relative
7. Non-relative
8. Professional/case worker
88. Not applicable

88. Does this person have a written person-centred plan/care plan?*

(circle code below)

1. Yes
0. No
99. Not known

Level of support definitions for residential and overnight respite services:

Minimum

The individual can live in this setting independently and can undertake activities or participate in life with minimal support/supervision. Staffing levels range from staff calling in during day to check their welfare/well-being to regular day presence/hours every day (not night). Staff may be available on-call.

Low

Individuals who are independent in many areas of their everyday living skills but require regular daily support and minimal night-time support.

Medium/moderate

Medium support level refers to situations where individuals have moderate levels of independence but require assistance or support to live/stay in this setting. Staff are on-site every day and on duty overnight (sleep cover).

High

High level support is for individuals who require 24-hour supervision/support for a variety of reasons. Support is provided during the day and overnight awake cover.

Intensive 1 to 1

Intensive level of support is for individuals who have high needs (such as challenging behaviours) and require intensive supervision/support. Staff are on duty for 24 hours, including overnight awake cover supervision/support.

Intensive greater than 1 to 1

Individuals who require greater than 1 to 1 support/supervision are those who always need help/supervision in their living/respite setting. Staffing levels are greater than 1 to 1 24/7.

Not Applicable

Only applies to 'Home sharing family' response options.

Comments