



**DEPARTMENT OF HUMAN SERVICES**  
**SENIOR & DISABLED SERVICES DIVISION**  
500 Summer Street NE  
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**AUTHORIZED BY:** \_\_\_\_\_

SDSD Administrator/Deputy/  
Assistant Administrator

**INFORMATION MEMORANDUM**

SDSD-IM-00-113

Date: November 2, 2000

**TO:** SDSD District and Unit Managers  
Area Agency on Aging Directors

**SUBJECT:** Client Assessment "Scales" Training

**INFORMATION:** In preparation for the implementation the new Client Assessment and Planning System (CA/PS), "Scales" training is being offered to all SDSD, AAA, and contract RN staff. Until new CA/PS is implemented next year, the scales can be done on paper. The information gathered from the use of these scales will be a valuable part of client assessment.

The training will include instructional and practice sessions on the use of the following assessment tools:

- The Mini Mental State Exam (MMSE)  
A screening tool for memory and cognitive impairments.
- The Geriatric Depression Scale (GDS)  
A screening tool to identify depression.
- Timed Up and Go Test (TUG)  
A screening tool to measure functional mobility.
- Vertical Visual Analogue Scales For Pain  
A screening tool to record subjective estimates of pain intensity.

Training sessions will be facilitated at 9:00-4:00pm on the following dates:

**November 16, November 28, December 19, and December 21 at:**

- Comfort Suites  
630 Hawthorne Avenue SE  
Salem

**November 29**

- Phoenix Inn  
4370 Commercial St SE  
Salem

**December 6**

- Phoenix Inn  
300 NW Franklin  
Bend

**December 19 and December 21**

- Oregon State Archives Building  
800 Summer Street NE  
Salem

Additional sessions will be arranged after the first of the year.

**Registration is required one week prior to scheduled course date.** Contact Sue Hittle, Oregon ACCESS, 503.378.2101 X 224, fax:503.378.210, GroupWise or e-mail [Susan.M.Hittle@state.or.us](mailto:Susan.M.Hittle@state.or.us) to register. (Please indicate if you need directions to any of the sessions.)

**CONTACT PERSON:** Questions about the sessions should be directed to: Wendy Sampels, Project Coordinator

**CONTACT NUMBER:** 503.378.2101 X 369

**FAX NUMBER:** 503.378.2103 or

**GROUPWISE or E-MAIL:** Wendy.Sampels@state.or.us