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OFFICIAL MEMORANDUM

**DATE:** December 21, 2012  
**TO:** Adult Community Psychiatric Rehabilitation Programs  
**FROM:** Nora K. Bock, Director of Community Treatment *NKB*  
**RE:** REVISED: Daily Living Activities (DLA-20©) Functional Assessment for Adults

Effective July 1, 2013, the Division of Comprehensive Psychiatric Services will require implementation of the Daily Living Activities Functional Assessment (DLA-20) Adult Mental Health version as the standardized functional tool for adults in Community Psychiatric Rehabilitation (CPR) services. All adult CPR provider agencies administering the DLA-20 must receive the appropriate training from Willa Presmanes, M.A. M.Ed. the developer of the tool, in order to administer the DLA-20 to fidelity. The DLA-20 is a copyrighted tool that is available at no cost after appropriate training is received from the developer/MTM Services. Individuals that receive this training from Ms. Presmanes may train others within their agency on the administration of the tool. Agencies that have already received training from Willa Presmanes prior to the issuance of this memo should contact Susan Blume [susan.blume@dmh.mo.gov](mailto:susan.blume@dmh.mo.gov)

Once trained, provider staff can begin using the DLA-20 as outlined in the attached bulletin. All providers are to have received training from Ms. Presmanes and be utilizing the DLA-20 (Adult Mental Health version) no later than July 1, 2013. Completion of training on this version of the DLA-20 must be documented and filed in each employee's personnel record.

The DLA-20 is a twenty-item functional assessment measure designed to assess what activities of daily living are impacted by mental illness or disability. The assessment tool quickly identifies where outcomes are needed so clinicians/community support specialists can address those areas on the individualized treatment plan with the goal of improved functioning and symptom reduction.

**At this time eligibility for admission to the CPR program will not be determined by a DLA-20 score. A policy memo regarding the use of the DLA-20 in determining adult eligibility will be issued at a later date.** If you have questions, please contact Susan Blume at [susan.blume@dmh.mo.gov](mailto:susan.blume@dmh.mo.gov).

For information about DLA-20 implementation for children/youth please reference information on the provider bulletin board <http://dmh.mo.gov/mentalillness/provider/policymemos.htm>.