

CASE PREPARATION GUIDE

3910 S. Union Ct. Spokane Valley, WA 99206 (800) 827-2182 [Voice & Fax] -Pacific Time Zone

Information for Important Work Decisions

skilltran.com

CLIENT INFORMATION:	LABOR MARKET INFORMATION:			
CLIENT NAME: Claim #, Case ID#: Last 4 of SSN: Date of Birth: (Age:) CLIENT CITY, State, Zip Code: SERVICES NEEDED: Select each service desired. Fill out each service request completely	LABOR MARKET AREA – Specify Below: STATE(s) Region(s) / MSA(s) / ZIP City / County: Code(s):			
□ Transferable Skills Search	LABOR FORCE STATISTICS & GROWTH PROJECTIONS			
Image: PREPOST - Pre-Injury / Post-Injury Analysis WORK HISTORY (if any) – Include significant civilian, military, and leisure experience/training/education within the last 10-15 years. Use several DOT codes to describe one actual job if necessary.	 WAGES: Estimated Local MSA State National EMPLOYMENT (NUMBERS): OES/SOC group employment DOT-Specific Employment Estimate Long Term Outlook National State MSA Census Population Survey (National Only) 			
DOT Code DOT Title				
	SEARCH STRATEGIES: Filter by: Minimum Wage Requirement: \$/hr. Growth or Stable Only Growing			
	Search Method(s) to Apply:			
Military Experience: Army_ Air Force_ Navy_ Marines_ Coast Guard_ Military Occupation(s): MOS/MOC/DOD: Classifications:	 Direct OGA GOE General SOC DOT Industry Fair RIASEC NAICS Potential Do All Searches (Does not include: Fair, Potential, RIASEC, or NAICS searches) Extra Cost Services: PREPOST Coccupational Loss [Loss of Earning Capacity] [Future Loss] 			
NOTES:				

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WORKER CHARACTERISTICS: Use the S

Use the SkillTRAN Pocket Guide to the DOT and skilltran.com/rhaj to make choices below

FOR Transferable Skills AND PREPOST CASES ONLY, indicate residual worker characteristics / preferences below. Adjust **ONLY** the characteristics that are significantly affected. *It is assumed* that any unadjusted physical demand and environmental condition can be constantly performed or tolerated.

NOTE: Visit skilltran.com > Support > Common Case Situations for ideas on how to handle both common and unusual case situations.		PURPOSE OF REF Rehabilitation Litigation: Plaintiff	<u>PORT:</u> <u>DESCR</u>	DESCRIBE INJURY / RESIDUAL FUNCTION / RESTRICTIONS:				
		RATE MAXIM N = Neve During Workin	O = Occ	asional	F = Frequent (1/3 to 2/3 of Day)	C = Con (2/3 of Day		
Maximum Strength	PHYSICAL DEMANDS RHAJ – Chapter 12)			ENVIRONMENTAL CONDITIONS RHAJ – Chapter 12				
(Circle One) Sedentary Light Medium Heavy	BA B ST S KN K CR C	CL Climbing RE Reaching NE Near Acuity BA Balancing HA Handling FA Far Acuity ST Stooping/ FI Fingering DE Depth Perception Bending FE Feeling AC Accommodation KN Kneeling TA Talking CV Color Vision CR Crouching/ HE Hearing FV Field of Vision			WE Weather VI Vibration HI High Places CO Cold Extremes AT Atmosphere RA Radiation HO Hot Extremes MV Moving Parts EX Explosion WT Wetness/ EL Electric Shock TX Toxic/Caustic Humidity OT Other Hazard			
Very Heavy	Very Heavy Squatting TS Tasting/ CW Crawling Smelling				NO Noise Intensity Levels (1=Very quiet, 2=Quiet, 3=Moderate, 4=Loud, 5= Very Loud)			
	NOTE:	OTE: RE , HA , and NE rated at N or O produce very few occupational alternatives.			Visit <u>skilltran.com/rhaj</u> for details on each of these factors			
GENERAL EDI			(GED)	SPE	SIFIC VOCATIONAL PREP		RHAJ Chapter 8	
GENERAL EDUCATION DEVELOPMENT LEVEL (GED) SPECIFIC VOCATIONAL PREPARATION RHAJ Chapter 8 RHAJ Chapter 7 Reasoning 6=High *HIGHEST SVP to consider 9 = High LOWEST SVP to consider 1=Low 1=Low								
Formal Education - Highest Grade Completed: * NOTE: Do NOT adjust highest SVP for transferable skills.								
APTITUDES - Based on test results (optional) or experience TEMPERAMENT INCOMPATIBILITY RHAJ Chapter 10 RHAJ Chapter 9 (1=High, 5=Low) Circle the significant situations to AVOID								
G V N	S	P Q K F	M E C	AV	OID TEMPERAMENTS: I	D R I V E	ASTUPJ	
Check here if you want to use capacity demonstrated from performance during work history.								
IS THE CLIENT AT LEAST "AVERAGE" ? □ YES □ NO " <i>Average</i> " is: Strength > Light; GED-RML > 222; Aptitudes > 4					IS THE CLIENT ABLE / WILLING TO SUPERVISE OTHERS?			
Additiona	I Comm	<u>nents:</u>						