**Southampton Hand Assessment Procedure (SHAP)**

1. **Abstract Objects-Lightweight**

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| --- | --- | --- | --- |
| **Task** | **Time (s)** | **Cannot Complete** | **Did Not Attempt** |
| **Subtest** |  | **Enter 100.00 for time** | |
| A1. Spherical | □□□.□□ | a.□ | b.□ |
| ***SCRIPT:*** Turn the timer on. Make sure that the timer is set at zero. Start the timer, pick up and move the object as demonstrated with as few mistakes as possible, and as quickly as possible, to the front slot. Complete the task by depressing the blue button on the timer again. Do you have any questions? (*Wait)* Before we record your time, please try the activity once. Now we will begin the actual test. | | |
| A2. Power | □□□.□□ | a.□ | b.□ |
| ***SCRIPT:*** Reset the timer. Start the timer, move the object as demonstrated and as quickly as possible to the front slot and then stop the timer. Do you have any questions? (*Wait*) Before we record your time, please try the activity once. Now we will begin the actual test. | | |

1. **Abstract Objects-Lightweight (Continued)**

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| **Task** | **Time (s)** | **Cannot Complete** | **Did Not Attempt** |
| **Subtest** |  | **Enter 100.00 for time** | |
| A3. Lateral | □□□.□□ | **a.**□ | **b.**□ |
| ***SCRIPT:*** Reset the timer. Start the timer, move the object as demonstrated and as quickly as possible to the front slot and then stop the timer. Do you have any questions? (*Wait*) Before we record your time, please try the activity once. Now we will begin the actual test. | | |
| A4. Tip | □□□.□□ | a.□ | b.□ |
| ***SCRIPT:*** Reset the timer. Start the timer, move the object as demonstrated and as quickly as possible to the front slot and then stop the timer. Do you have any questions? (*Wait*) Before we record your time, please try the activity once. Now we will begin the actual test. | | |

1. **Abstract Objects- Heavyweight**

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| **Task** | **Time (s)** | **Cannot Complete** | **Did Not Attempt** |
| **Subtest** |  | **Enter 100.00 for time** | |
| B1. Spherical | □□□.□□ | a.□ | b.□ |
| ***SCRIPT:*** Turn the timer on. Make sure that the timer is set at zero. Start the timer, pick up and move the object as demonstrated with as few mistakes as possible, and as quickly as possible, to the front slot. Complete the task by depressing the blue button on the timer again. Do you have any questions? (*Wait*) Before we record your time, please try the activity **once**. Now we will begin the actual test. | | |
| B2. Tripod | □□□.□□ | a.□ | b.□ |
| ***SCRIPT:*** Reset the timer. Start the timer, move the object as demonstrated and as quickly as possible to the front slot and then stop the timer. Do you have any questions? (*Wait*) Before we record your time, please try the activity once. Now we will begin the actual test. | | |
| B3. Power | □□□.□□ | a.□ | b.□ |
| ***SCRIPT:*** Reset the timer. Start the timer, move the object as demonstrated and as quickly as possible to the front slot and then stop the timer. Do you have any questions? (*Wait*) Before we record your time, please try the activity once. Now we will begin the actual test. | | |

**B. Abstract Objects- Heavyweight (Continued)**

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| **Task** | **Time (s)** | **Cannot Complete** | **Did Not Attempt** |
| **Subtest** |  | **Enter 100.00 for time** | |
| B4.  Lateral | □□□.□□ | a.□ | b.□ |
| ***SCRIPT:*** Reset the timer. Start the timer, move the object as demonstrated and as quickly as possible to the front slot and then stop the timer. Do you have any questions? (*Wait*) Before we record your time, please try the activity once. Now we will begin the actual test. | | |

1. **Activities of Daily Living**

“The second stage of this assessment consists of 14 everyday activities, which should be timed in the same manner by pressing the blue button to start and stop the timer. Again tasks should be completed as quickly as possible, with as few mistakes as possible, using only the appropriate hand unless otherwise stated.”

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| **Task** | **Time (s)** | **Cannot Complete** | **Did Not Attempt** |
| **Subtest** |  | **Enter 100.00 for time** | |
| C1. Coins | □□□.□□ | a.□ | b.□ |
| ***SCRIPT:*** Reset the timer. Start the timer, lift each coin in turn as quickly as possible, and drop it in the jar as demonstrated. Repeat that for all the coins and then stop the timer.  [OPTIONAL: If you feel unable to pick up the coins as demonstrated, you may use any method you wish, whilst only using one hand.] Do you have any questions? (*Wait*) Before we record your time, please try the activity **once**. Now we will begin the actual test. | | |
| C2. Button Board | □□□.□□ | a.□ | b.□ |
| ***SCRIPT:*** Reset the timer. Start the timer and using only the appropriate hand, undo all four buttons in any order as demonstrated and as quickly as possible. You may steady the button board with your other hand so that it remains on the form-board throughout the task. Then stop the timer using only the appropriate hand. Do you have any questions? (*Wait*) Before we record your time, please try the activity once. Now we will begin the actual test.” | | |

**C. Activities of Daily Living (Continued)**

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| **Task** | | **Time (s)** | **Cannot Complete** | **Did Not Attempt** |
| **Subtest** | |  | **Enter 100.00 for time** | |
| C3. Cutting | | □□□.□□ | a.□ | b.□ |
| ***SCRIPT:*** Reset the timer. Start the timer, use the knife provided to cut the playdough clearly into two pieces, as demonstrated and as quickly as possible. You may use the other hand to steady the playdough. Return the knife to its starting position on the board and the stop the timer. Do you have any questions? (*Wait*) Before we record your time, please try the activity once. Now we will begin the actual test. | | |
| C4. Empty Tin | □□□.□□ | | a.□ | b.□ |
| ***SCRIPT:*** Reset the timer. Start the timer, move the tin over the carton to the other side of the board as demonstrated and as quickly as possible. Then stop the timer. Do you have any questions? (*Wait*) Before we record your time, please try the activity once. Now we will begin the actual test. | | | |
| C5. Tray Lift | □□□.□□ | | a.□ | b.□ |
| ***SCRIPT:*** Reset the timer. Start the timer, move the tray from the left/right to the right/left hand side of the case as demonstrated and as quickly as possible. Then stop the timer. Do you have any questions? (*Wait*) Before we record your time, please try the activity once. Now we will begin the actual test. | | | |

**C. Activities of Daily Living (Continued)**

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| **Task** | **Time (s)** | **Cannot Complete** | **Did Not Attempt** |
| **Subtest** |  | **Enter 100.00 for time** | |
| C6. Key | □□□.□□ | a.□ | b.□ |
| ***SCRIPT:*** Reset the timer. Start the timer, rotate the key as demonstrated and as quickly as possible to the colored mark and release the key (at which time the key will spring back to its start position) and then stop the timer. Do you have any questions? (*Wait*) Before we record your time, please try the activity once. Now we will begin the actual test. | | |
| C7. Zip | □□□.□□ | a.□ | b.□ |
| ***SCRIPT:*** Reset the timer. Start the timer, open and close the zipper as demonstrated and as quickly as possible and then stop the timer. Do you have any questions? (*Wait*) Before we record your time, please try the activity once. Now we will begin the actual test. | | |
| C8. Screwdriver | □□□.□□ | a.□ | b.□ |
| ***SCRIPT:*** Reset the timer. Start the timer and use the screwdriver to rotate the screw a quarter turn clockwise to, or beyond the mark as demonstrated and as quickly as possible. Once completed, the screwdriver should be replaced on the platform and the timer stopped. Two hands may be used to guide the screwdriver to the screw, but only the appropriate hand should be used for turning the screw. Your other hand can be used to steady the top of the arrow unit. Do you have any questions? (*Wait*) Before we record your time, please try the activity once. Now we will begin the actual test. | | |

**End Assessment**