

CO-OP 5 Essential Elements

There are 5 Essential Elements for an intervention to be considered the CO-OP Approach.

- 1. Client-Centred Functional Goal Setting**
 - Client-centered
 - Collaborative
 - Addresses a specific task or performance of a skill
 - Administer COPM
- 2. Dynamic Performance Analysis**
 - Establish baseline performance (e.g. observe and score PQRS)
 - Performance problems are identified
 - Potential strategies to enable performance are identified
- 3. Cognitive Strategy Use**
 - Global Cognitive Strategy use (e.g. Goal-Plan-Do-Check) *and/or*
 - Domain-Specific Strategy use (e.g. body positioning, attention to task, etc.)
- 4. Guided Discovery**
 - Encourages independent problem solving
 - Coach, don't adjust
 - One thing at a time
 - Ask, don't tell
 - Make it obvious
- 5. Enabling Principles**
 - Make it Fun
 - Promote Learning
 - Work towards independence
 - Promote Generalization and Transfer

Other available tip sheets:

**Goal-Plan-Do-Check
Worksheet**

**Things to Include when
Documenting use of
the CO-OP Approach**

**Guided Discovery
Questions for Domain
Specific Strategies**

CO-OP Template Phrases

The CO-OP Approach occurs across multiple sessions and settings. Clear documentation of the CO-OP Approach is key to support continuity of care across the continuum.

Essential Element	<p style="text-align: center;">Documentatation Template Phrases</p> <p style="text-align: center;">Use the following template phrases as a guide when documenting the use of the CO-OP Approach.</p>
Client-Centred Functional Goal Setting	<ul style="list-style-type: none"> • Collaborative goal setting completed with patient during session. • See [note/COPM] in chart from [date] for details. • Patient chosen goal for the session: [list goal(s)].
Dynamic Performance Analysis	<ul style="list-style-type: none"> • Writer observed as follows during intiial trial of goal: [describe performance problems or performance breakdowns]. • Patient scored performance prior to recieving guidance. Baseline PQRS: [input score].
Cognitive Strategy Use: Global and Domain Specific	<ul style="list-style-type: none"> • [Global/domain specific] strategy used during intervention to address goal: [input strategy name and description of how it was used]. • Outlined cognitive strategy with [patient/caregiver/family member] present as follows: [describe strategy]. Used teach back to confirm comprehension. [Patient/caregiver/family member] reported back with [description of cueing]. • Writer reviewed “Goal-Plan-Do-Check Worksheet” with patient. Patient completed worksheet with [description of cueing] as follows: [describe process of completing worksheet]. • Writer provided copy of “Goal-Plan-Do-Check Worksheet”. Patient agreeable to completing worksheet independently prior to next session.
Guided Discovery	<ul style="list-style-type: none"> • Used guided discovery, specifically [name priniciples of guided discovery], with patient while working towards goal as follows: [provide description or example of use in session]. • To work towards the patient’s goal, writer provided guiding questions: [List and describe integration of guiding questions in session].
Enabling Principles	<ul style="list-style-type: none"> • Used [name of enabling principle] with patient while working towards goal as follows: [provide description or example of use in session]. • Patient able to [generalize/transfer] [describe strategy used] to [describe task].



At the end of each session, review progress and and next steps with the patient. Ensure to document the plan, goals and all next steps. Include the use of CO-OP in all relevant referrals.