## Appendix II The Work Assessment Rating Scale (WARS)

The WARS asks a rater, such as an employment specialist, job coach or even the worker themselves, to estimate the workers performance on 25 behaviors that are common to many work settings and that employers generally believe are good basic work skills. There is also space provided for the rater to include five additional job specific behaviors that are unique to a particular employer or job site. You are encouraged to tailor these five items and include ratings of these in your assessment of this worker.

The WARS is a tool to help workers succeed in their jobs. It is not intended to produce a score per se. It is intended to identify where a worker is having difficulty performing needed job behaviors as well as determining which work behaviors are strengths for this worker in this particular job or employer.

The WARS can be used as a work-based assessment tool in evidenced based supported employment programs where a worker or an observer (rater) can make determinations about work performance in 25 items as well as the 5 additional job site specific items. The ratings are made in an effort to help the worker keep their job and perform its functions well.

Columns A and B on the WARS briefly describe a work behavior. These are paired opposite behaviors with A being the more positive performance of the behavior and B reflecting the poorer performance of the work behavior. Raters should consider the workers performance on the job and if the description in column A seems to fit, then the rater places an X in the box under the column headed "A applies". If the worker seems to perform the behavior in a way that more closely matches the description in column B, then the rater places an X in the box under the column headed "B applies". If the rater thinks the worker performed in the middle, between the descriptions in column A and B, then the rater places an X in the column headed "About Midway". If the rater thinks the worker's performance was somewhere between A and Midway, then the rater would place an X in the column headed "Inclined to A". Similarly, the rater would place an X in the box under the column "Inclined to B" if that worker's performance is not midway and not closely matching the description in column B.

If a work behavior does not apply to this worker or to the job or was not observed, then the rater would place an X in the box for that item under the column headed NA.

The Work Assessment Rating Scale was adapted from Griffiths, A.(1973). A Standardized Assessment of Work Behavior, British Journal of Psychiatry, 123, pp. 403-408.

The Work Assessment Rating Scale (WARS)	Name:
Employer:	Date of Hire:
# of days on job: # of absences: Date of	Assessment: Rater:

	A	A applies	Inclined to A	About Midway	Inclined To B	B applies	NA	В
1	Arrives on time prepared to work							Arrives late not prepared for work
2	Notifies supervisor of lateness or absence				-			Late or absent without notice to supervisor
3	Groomed & attired for work							Not groomed or attired for work
4	Initiating & maintaining social conversation							Does not make conversation with others
5	Maintains eye contact & body distance							Looks away/poor body
6	Responds to constructive feedback							distance when talking Makes no response to
7	Responds to praise from others					44		performance feedback Feels discomfort, does not
8	Uses tools & equipment well & good manual dexterity							Uses tools & equipment
9	Starts & maintains work on own initiative							poorly & lacks dexterity Usually waits for directions from supervisor
10	Clocks in/out when entering/leaving work area							Forgets to clock in/out or to
11	Follows instructions quickly, without prompting							inform supervisor  Does not grasp instruction
12	Completes work tasks despite internal or external stressors							Often distracted from work
13	Adapts readily to interruptions in work tasks or space							tasks Adapts poorly to
14	Receptive to changes or new ideas							interruptions Ignores/is argumentative to
15	Performs more than one task without reorientation							Needs reorientation in order
16	Manages peak & downtime effectively							to complete one task  Does not work continuously,
17	Identifies solutions to work problems without help							difficulty in peak/downtime Usually gets stuck when
18	Work pace meets the demands of the work environment/employer							facing a problem  Takes longer than others to
19	Quality of work meets expectations							complete assignments Work quality requires
20	Asks for help when needed in an appropriate manner							frequent re-dos  Does not usually ask for help
21	Accepts & responds to							when needed Ignores direction, doesn't
22	supervisors directions Relates well to coworkers							clarify or is argumentative Gets along poorly or isolates
23	Takes breaks as indicated returning promptly	-						from others  Disruptive on breaks or does

24	Always follows safety procedures					Does not seem to pay
25	Accepts assignments without complaints/devaluing/arguing					attention to safety procedure  Does not readily accept assignments
26						
27						
28						
29						
30						
NA	= Not Applicable, meaning the rater di	i not see the perso	on perform th	is behavior o	r the behavior	was not applicable to this job.
Ra	ter Comments:					
						Andrew Control of the
<u></u>		***************************************				
W	orker Comments:					
					4,4	
En	nployer Comments:					
1,/11	iproyer comments.					
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Worker Signature

Rater Signature