



INSTRUCTIONS FOR THE CLINICAL DEMENTIA RATING SUBJECT INTERVIEW FOR TELEPHONE (CDPT) FORM



I. General Instructions

Please refer to the CDR Summary (CDS) QXQ for instructions on scoring and purpose behind the CDR.

These instructions refer specifically to administration of the CDR to the Subject, which is administered to all participants as part of the telephone interview.

For each item, questions are read and responses given; the examiner may need to listen carefully to the responses, since many participants may answer with more elaborate responses than a simple yes/no; this additional information may be helpful in determining an overall CDR domain score.

The informant part of the CDR (CDI; QXQ provided separately) is most important in determining the total CDR summary score (CDS form), but self-reported forgetfulness and problems in daily functioning that are determined through the CDPT interview will be helpful in making the final scoring determinations for the CDR. Thus, it is helpful although not required that the CDPT and CDI be administered by the same staff member.

The CDPT will be collected on paper with the rest of the telephone neurocognitive battery and entered into CDART after the interview is completed and the participant is off the telephone.

II. Instructions for the telephone interview (ITEMS-#1-14, 20-25, & 27)

Administration

Introduce the CDPT: **“Next, I would like to ask you about your memory and day-to-day functioning over the past year.”** Emphasize to the participant that we are interested in functioning compared to the past—for example, 10 years ago.

For each item, questions are read and responses given; the examiner may need to listen carefully to the responses, since many participants may answer with more elaborate responses than a simple yes/no; this additional information may be helpful in determining an overall CDR domain score.

The informant part of the CDR (CDI; QXQ provided separately) is most important in determining the total CDR summary score (CDS form), but self-reported forgetfulness and problems in daily functioning that are determined through the CDPT interview will be helpful in making the final scoring determinations for the CDR. Thus, it is helpful, although not required, that the CDPT and CDI be administered by the same staff member.

Q24-25. (Home and Hobbies questions) If the participant states that there is a change in any of these activities but only for physical reasons (such as arthritis, limited mobility, etc) these should not be scored as a “1” (some change).

Prompts

The examiner should prompt for change (“**Is this a change for you?**”) and cause of change (“**What do you think caused this change?**”) as appropriate.

Scoring

Mark items as a change if, and only if, prompting for change and cause of change (if necessary) has been completed and indicates the participant has experienced a change due to memory or thinking problems.

III. Data entry into CDART

0a. Enter the date on which the participant was interviewed on the telephone.

0b. Enter the staff ID for the person who completed this form.

1-14. Enter the PPT's responses from the dropdown.

15a-19 Items moved to the MCHT form.

20-25. Enter the PPT's responses from the dropdown.

26. Item disabled for the telephone interview.

27. Enter PPTs response from the dropdown.

Upon the completion of data entry in CDART, Save and Reload the form, then run the Missing Fields Report (link found on bottom left corner of last tab in form). Complete any fields that were left blank or add a field status that indicates the reason the field is blank. Save and Close the form.