

**Capacity Worksheet for Lawyers – Self Assessment**

Attorney: \_\_\_\_\_

Date: \_\_\_\_\_

**This is not a diagnostic tool.** This self-assessment is designed as a starting point to assist lawyers who may have concerns about their current cognitive functioning. A thorough assessment by a qualified professional is recommended if you have concerns about your findings. If you need assistance with a referral to a qualified professional, please contact The Mississippi Bar Lawyers and Judges Assistance Program. When following up with a professional, you are encouraged to provide this assessment.

As you consider the following, pay special attention to significant changes in your functioning over time. Have you recently noticed, or have those around you observed marked changes. Check all that apply, and indicate specific examples. Use the additional comments section to cite other examples as needed.

Do you have concern(s) about your functioning personally or professionally? Yes / No

If yes, please identify the concern(s,) and offer any thoughts as to possible cause(s.)

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Have others expressed concern(s) about your functioning personally or professionally? Yes / No

If yes, please identify who has expressed concern(s,) and what concern(s) were expressed.

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What are your thoughts about the concern(s) expressed?

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**Cognitive Functioning**

Short-term Memory Problems \_\_\_\_\_

- \_\_\_\_\_ Repeating questions frequently
- \_\_\_\_\_ Forgetting what is discussed within 15-30 min
- \_\_\_\_\_ Inability to remember/recall events of past few days

Additional comments:

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Language/Communication Problems \_\_\_\_\_

- \_\_\_\_\_ Difficulty finding words frequently
- \_\_\_\_\_ Using uncharacteristically vague language
- \_\_\_\_\_ Experiencing difficulty staying on topic
- \_\_\_\_\_ Disorganized
- \_\_\_\_\_ Unusual statements or reasoning

Additional comments:

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Comprehension Problems \_\_\_\_\_

- \_\_\_\_\_ Difficulty repeating simple concepts
- \_\_\_\_\_ Repeated questioning

Additional comments:

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Lack of Mental Flexibility \_\_\_\_\_

\_\_\_\_\_ Difficulty comparing alternatives

\_\_\_\_\_ Difficulty adjusting to changes

Additional comments:

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Calculation/Financial Management Problems \_\_\_\_\_

\_\_\_\_\_ Difficulty with previously familiar mathematical operations

\_\_\_\_\_ Difficulty with billing process

\_\_\_\_\_ Difficulty paying bills and managing office or personal finances

Additional comments:

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Disorientation \_\_\_\_\_

\_\_\_\_\_ Trouble navigating office or other familiar work environments; getting lost in familiar areas

\_\_\_\_\_ Confusion about day/time/year/season

Additional comments:

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## Emotional Functioning

Emotional Distress \_\_\_\_\_

- \_\_\_\_\_ Anxiety
- \_\_\_\_\_ Depressed mood
- \_\_\_\_\_ Tearful/distressed
- \_\_\_\_\_ Excited/pressured/manic
- \_\_\_\_\_ Uncharacteristic anger
- \_\_\_\_\_ Seemingly misplaced/misdirected anger
- \_\_\_\_\_ Emotional lability
  - Moving quickly between emotions (ex. - laughter to tears)
  - Experiencing emotions inconsistent with situation (ex. – smiling at sad news)

Additional comments:

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## Behavioral Functioning / Examples

Delusions \_\_\_\_\_

- \_\_\_\_\_ Feel others out “to get” you or spying/organizing against you
- \_\_\_\_\_ Feel persecuted
- \_\_\_\_\_ Fearful, feel unsafe

Hallucinations \_\_\_\_\_

- \_\_\_\_\_ Hearing, seeing, or otherwise interacting with stimuli others can't see or hear

Poor Grooming/Hygiene \_\_\_\_\_

- \_\_\_\_\_ Lack of attention to appearance (unusually unclean/unkept)
- \_\_\_\_\_ Inappropriate dress

Additional comments:

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**Mitigating/Qualifying Factors**

**Stress, grief, depression, recent events affecting you:**

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**Medical factors / conditions**

- \_\_\_\_\_ Sensory functioning (hearing / vision loss)
- \_\_\_\_\_ Family history of dementia
- \_\_\_\_\_ Substance abuse / dependence
- \_\_\_\_\_ Hypertension
- \_\_\_\_\_ Stroke history
- \_\_\_\_\_ Thyroid disease
- \_\_\_\_\_ Chemotherapy
- \_\_\_\_\_ Sleep apnea
- \_\_\_\_\_ Prescription medications
- \_\_\_\_\_ High cholesterol

Additional:

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**Other Comments/Considerations**

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Source: *Assessment of Older Adults with Diminished Capacity: A Handbook for Lawyers*, by the ABA Commission on Law and Aging and the American Psychological Association (2005).  
Please read and review the handbook prior to using the worksheet.