

Executive Function Questionnaire

Executive functions include planning, managing time, remembering, and reasonably controlling emotional states. The clinician's assessment of an individual's answers to the questions below (and also of the individual's family's answers, if possible) can help determine whether a patient is experiencing a deficit in executive functions.

A common cause of Executive Function Disorder is ADD, but there are other causes as well, such as depression, Alzheimer's, schizophrenia, and anxiety. For this reason, simply adding up an individual's score on all the questions is not useful for making the diagnosis of ADD. The main value of the questionnaire is to identify issues that are important to assess when carrying out an evaluation. Clinical judgment and experience are required to interpret the answers and make the proper diagnosis.

Scoring Key

Answer how well each statement describes you when you don't use special aids or tricks you have developed to get around or compensate for difficulties you might have. Score each answer as follows:

- 0** - doesn't describe me at all
- 1** - describes me somewhat
- 2** - describes me pretty well
- 3** - describes me very well

	Score
INITIATION	
I have trouble getting started doing things	
I procrastinate	
COMPLETION	
I have trouble completing things	
EXECUTION	
I don't do tasks efficiently (good job in short time)	
It is hard for me to do two or three tasks in a row.	
I don't always do what needs to be done.	
DISTRACTION	
I am easily distracted by things I hear or see even when I am trying to concentrate	
PERSEVERANCE AND FOCUS	
I don't stick to tasks that are optional	
I can't stick to a task even if I have to	
I often switch from doing one thing to another	
INATTENTIVENESS	
I don't pay attention when I should	
I day dream/space out	
I have trouble listening while others speak to me	
I am absent minded	

Score

	Score
MEMORY	
I have trouble remembering things I want to do	
I get so deeply into one thing that I forget others	
I have trouble with my short term memory	
I lose or misplace things	
TIME	
I confuse appointment times	
I forget appointments	
I am often late for appointments	
FUTURE AWARENESS AND PLANNING	
I have trouble making plans long in advance	
I let my gas tank needle get close to empty	
I rarely get to trains at least 10 minutes early	
ORGANIZATION	
I get disorganized	
My personal work area is messy	
I put on my seat belt after the car has started moving	
I don't prioritize or plan my day	
I can't work well without structure or direction	
I have difficulty taking command of my time.	
I waste a lot of time doing nothing.	
PHYSICAL ACTIVITY (HYPERACTIVITY)	
I need to keep walking, moving around	
I have trouble sitting still, I fidget	
FRUSTRATION/IMPULSIVENESS	
I get angry easily	
I am easily frustrated	
I get impatient easily	
I interrupt when other people are talking	
I am impulsive, do things without thinking	
I don't express or communicate my anger constructively	
ANXIETY	
I focus and concentrate better if I am somewhat anxious.	
MULTI-TASKING (parallel)	
I have trouble doing more than one thing at a time well	
I often try to do more than one task at a time	
I tend to make things more complicated than they need to be	

