	Title:	**Measuring Standing Balance**		
clsa élcv Canadian Longitudinal Study on Aging Étude longitudinale canadienne sur le vieillissement	**Version Date:** 2014-AUG-20 **Effective Date:** 2014-OCT-15		**Document Number:**	SOP_DCS_0023
Data Collection Site (DCS)	**Version:**	2.1	**Number of Pages:**	3

1.0   Purpose:
The purpose of this document is to describe the standardized procedure for measuring participants' standing balance.

2.0   Scope:
This document is to be used by the DCS staff when administering the test for standing balance to participants.

3.0   Responsibilities:
DCS staff are responsible for performing the procedures as described in the current and approved version of the standard operating procedure.

4.0   Related Documents:
Not applicable

5.0   Definitions:
Not applicable

6.0   Equipment:
Not applicable

7.0   Supplies:
- Stopwatch; and

- An area where a mark has been made one metre from a wall.

8.0   Procedure Steps:
Contraindications:
- The participant is unable to stand unassisted (Contraindications Questionnaire).
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- **Important:** Positioning/placement of the participant is critical to the reproducibility and comparison, between visits, of this test. Critical steps marked with ⛔

Step 1:   At the *Interview Tab* in Onyx, look for Standing Balance in the list of stages. Then select **Start** in that row.

Step 2:   The "Standing Balance: Start" window will pop up.

Step 3:   **Scan** the Interview ID barcode then click on **Continue**.

Step 4: The participant is required to remove their shoes for this test.

Step 5: The DCS research staff member should:
→ Explain the procedure to the participant.

→ Should only demonstrate for a few seconds, lifting the left leg to calf level.

→ Should tell the participant to keep their leg in the raised position for as long as possible.
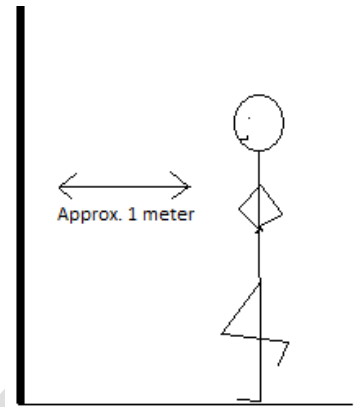
→ ⛔ Remind the participant to lift the left leg to the calf, bending the knee of the raised leg while placing their hands on their waist. (See picture).

→ Click **Nex**t in Onyx.

Step 6: Allow the participant to practice the procedure. When they are ready, have them stand one metre (at least an arm span) from the wall, facing the wall.

Step 7: ⛔ Start the timer when the foot leaves the ground and stop when the foot touches the ground or when the participant loses balance and/or touches the wall. Stop the participant once they reach 60 seconds.
NOTE: Stop the timer if the participant starts to hop.

Step 8: In Onyx, **record** if the test was done for the **right leg** and enter the time achieved (in seconds:milliseconds). Click **Next**.

Step 9: Repeat the test with the left leg. **Record** the time achieved (in seconds:milliseconds) in Onyx. Click **Next** in Onyx.

Step 10: Record any comments. Click **Next** and then click **Finish** in Onyx.

Step 11: Indicate in the **comment** field in Onyx if there was anything that may have affected or influenced the measurement. Ensure that comments do not contain any personally identifying information.

Step 12: Click **Continue** to return to the status page.

9.0 Documentation and Forms:
- **CRF_DCS_0022** - Standing Balance Case Report Form

10.0 References:
- K1-CLSA-CoP- DCS Participant Flow; [updated 2010 Feb].

- Ávila-Funes JA, Gray-Donald K, Payette H. Association of nutritional risk and depressive symptoms with psychical performance in the elderly: The Quebec

Longitudinal Study of Nutrition as a Determinant of Successful Aging (NuAge). J Am Coll Nutr. 2008; 27(4):492-8.

Revision History:

New Version #	Revision Date	Revision Author	Content Approval
2.1	2014-AUG-20	Lorraine Moss	Mark Oremus
Summary of Revisions			
SOP formatting updated.			
Wording of Scope, Purpose and Responsibilities updated and clarified.			
Added 'stop' symbols to emphasize CI and Steps 5 and 7.			
Step 6: Allow the participant to practice the procedure. When they are ready, have them stand one metre **(at least an arm span)** from the wall, facing the wall.			
New Version #	**Revision Date**	**Revision Author**	**Content Approval**
2.0	2013-Jan-02	Lorraine Moss	Mark Oremus
Summary of Revisions			
Corrected name of CRF in section 7.0 and added CRF number.			
Various formatting changes throughout document to comply with CLSA standards.			
Step 5 put into point form notes with bullet 2 added.			
Step 7 re-worded to read **–** Start the timer when the foot leaves the ground and stop when the foot touches the ground or when the participant lose balance and/or touches the wall. Stop the participant once they reach 60 seconds. **NOTE:** Stop the timer if the participant starts to hop.			
Step 8 re-worded to read **–** In Onyx, **record** if the test was done for the **right leg** and enter the time achieved (in seconds:milliseconds). Click **Next**.			
Step 9 re-worded to read**–** Repeat the test with the left leg. **Record** the time achieved (in seconds:milliseconds) in Onyx. Click **Next** in Onyx.			