

Guidelines for Clearinghouse Database

a) Keyword

Keyword is taken from the journal, record, gray literature, report and manual.

b) Title

The title refers to the topic for each data related to persons with disabilities. The data is collected from the journal, record, gray literature, report and manual.

c) Author / Researchers

Record of the author's name for each data.

d) Language

The data records the languages used in the data.

e) Type Of Material

The data records the form of material such as abstract, fulltext, guideline, unpublished material and report.

f) Name Of Material / Location

The data records the name of journal and location of material for unpublished data.

g) Year Research / Published

Year data refers to the year of issue in the journal or published online.

h) Source Of Material

The data records accessibility of journal either manually or online.

i) Category Of Material

The data records location of journal publishing categories such as:

- Local - The data was published in Malaysia. The data is available in local journals, university libraries and other departments such as Ministry of Education. However, if the research when been conducted locally in Malaysia but repented in international journal will be classified as local journal.

- International - The data was published outside of Malaysia. The data was obtained from international journals through search engines.

j) Region

The data records the geographical location of the journal. The region is listed as below:-

- Region Of Americas
- African Region
- European Region
- Eastern Mediterranean Region
- Malaysia
- South-East Asia Region
- Western Pacific Region

k) ID/ISSN/ISBN/DOI

The data records the publication identification number. The Digital Object Identifier (DOI) System is for identifying content objects in the digital environment.

l) Contact Person, Address, Email

Record the corresponding detail of the author such as name, email and the address of the corresponding author.

m) Institutes / Organization

Record the place of the study.

n) Type Of Disability

Table of reference records the following types of disability:

No	Type Of Disability	Explanation
1	Physical	Physical disability means physical loss of function in any of the body areas that have conditions such as hemiplegia, paraplegia, tetraplegia, loss of limbs, weakness of the muscles that cause inability to perform basic activities such as self-care movement and change of body position. This situation can occur as a result of injury (trauma) or malfunction of the nervous system, cardiovascular, respiratory, hematology, immunology, urology, hepatobiliary, musculoskeletal, gynecological,

		<p>and others.</p> <p>The examples for causes of disabilities are:</p> <ol style="list-style-type: none"> a. Limb defects (congenital / acquired), including loss of principal finger b. Spinal Cord Injury c. Stroke d. Traumatic Brain Injury e. Dwarf (achondroplasia) is $\leq 142\text{cm}$ to 138cm for men and women f. Cerebral Palsy
2	Mental	<p>Mental disability refers to the severe mental illnesses causing a person inability to function either partially or fully in matters related to his or relations in society. Among the types of mental illness are serious Organic Mental Disorder, Chronic Schizophrenia, Paranoid, Mood Disorder (depression, bipolar disorder), other Psychotic Disorder and Schizoaffective Disorder such as Persistent Delusional Disorders.</p>
3	Learning	<p>Learning disability is defined where the intelligence is not consistent with biological age. Medical diagnosis under this category include:</p> <ol style="list-style-type: none"> a. Late Development (Global developmental Delay) (for Children aged <3 years). b. Down's Syndrome c. Autism d. Attention Deficit Hyperactive Disorder (ADHD) and specific learning disabilities such as dyslexia, Dyscalculia and Dysgraphia. e. Mental retardation (Mental Retardation) (for children aged > 3 years)
4	Hearing	<p>Hearing Disability means the inability to hear clearly in both ears without using a hearing aid or cannot hear at all even with hearing aids. Hearing impairment can be divided into four stages, namely: -</p> <ul style="list-style-type: none"> • Minimum 15 - <30dB (children) • 20 - <30dB (adults) • Medium 30 - <60dB • Poor (severe) 60 - <90dB • Very severe (profound) > 90dB

5	Visual	<p>Visual Disability means inability to see or have limited vision in both eyes even with visual aids such as glasses or contact lenses.</p> <p>Visually impaired can be divided into: -</p> <ul style="list-style-type: none"> • Limited means of vision worse than 6 / 18 but equal to or better than 3 / 60 even with visual aids or visual field less than 20 degrees from fixation. • Blind means that vision is less than 3 / 60 or visual field less than 10 degrees from fixation.
6	Speech	<p>Speech disability means a person is unable to speak that cause interference to communicate properly and cannot be understood by those who interact with them. This condition is permanent or will not heal.</p>
7	Other	<p>Others disability means a person who is facing a variety of defects other than those classified above in the category of one to six (6).</p>
8	Multiple	<p>Having more than one (1) type of disability as classified in the category of one to seven (7). An example might be someone who is visually impaired with hearing defect.</p>

o) Category

Keep records for each category of data obtained as:

- Adult - 18 To 64
- Children - 0 To 17
- Elderly - 64 and above
- Adult-Elderly - 18 and above
- Children-Adult - 0 To 64
- All - All age categories

p) Sex

All data is categorized into:

- Male - The specific data to men
- Female - The specific data to women
- Male and Female- The data obtained are not specific to any gender

q) Scope

The data records each journal scope, such as:

- Health - the research data refers to diseases, medicine and others related to health aspects.
- Education – the research data refers to education such as reading, learning techniques and other aspect of education.
- Social – the research data refers to the attitudes, associations and others social aspects.

r) Study Design

The data records the methods used in conducting such study:

- Cohort
- Cross-sectional
- Clinical Trials
- Case Report
- Case Control
- Qualitative Study
- Case Series
- Other
- Not Available

s) Abstract

Abstract is extracted from the journal, record and gray literature. Abstract is not available for report and manual. Abstract can be print and save by the user. The abstract contains name of author, keyword, and address of author and summary of the studies.

t) Fulltext

Fulltext is the full write-up of the article in the journal, report, guideline and unpublished article