

Disability Modifications

1. Purpose

The purpose of this policy is to establish the responsibilities of the Housing Trust in supporting a tenant's need for disability modifications to the property they live in which will support them to live independently. This policy also covers household members who are listed as being part of the household.

2. Policy

The aim of the modifications is to support tenants with disabilities or special needs to remain in their current property and ensure the Housing Trust complies with legal requirements. The Housing Trust has a commitment to managing tenancies in a manner which accommodates the changing needs of tenants.

3. Requests

Requests for disability modifications may initially be made by phone, however it must be confirmed in writing. All requests must include evidence as to why the modifications are required. Evidence could be;

- Medical report from a doctor
- Medical report from a health care professional such as an Occupational Therapist

The Housing Trust will review the request to determine if the modification is minor/major. All requests will be acknowledged in writing and the tenant will be advised the review process can take up to 20 days. The Housing Trust will undertake an assessment of all requests and this consideration will look at:

- Ensuring the modifications meet current and likely future needs
- The financial resources required
- The tenant's ability to sustain their tenancy when modifications completed
- Long term value of the property
- Cost of any alternative options
- Cost and possible benefits of relocating tenant and any household members
- Cost and possible benefits of modifications representing a social and economic value to the Housing Trust and the tenant
- No suitable alternative properties available at the time of application
- The relevant medical information provided
- An inspection of the property to determine if it is able to be modified

4. Leaseholds

Leasehold properties are not owned by the Housing Trust. We will do our best to negotiate with the owner of the property. If the modifications are essential to the person's capacity to remain independent the Housing Trust will consider alternative options such as rehousing.

5. Decision making

Modifications can cost no more than \$800.00. If it is to cost more, alternative funding sources will be investigated. We will advise tenants within 20 days of the outcome.

6. Modified properties

If a property is modified, and the person who required the modification is no longer residing in the property the Housing Trust may discuss with the remaining household members the possibility of relocation so that a suitable tenant who requires similar modifications can be matched to the property.