

**PRESCRIBER:**

**Email completed prescription agreement form along with diagrams/specifications to participant's Service Planner**

**For complex modifications:** A project manager will be engaged to draft a scope of works. This scope will need to be agreed to and signed by the participant, prescribing Occupational Therapist and the Lifetime Support Authority (LSA) prior to commencement of works.

1

### Participant Details

LSA SERVICE ORDER NO.

First Name

Surname

Phone

Date of Birth

Preferred Name

Gender

M

F

Non-binary

Email

Usual Address

Suburb

Postcode

Client weight (kg)

ALTERNATE CONTACT (if applicable)

Guardian

Other

Preferred Contact

Yes

No

Name

Relationship

Phone

Email

Safety Instructions (Precautions/alerts)

Nil Alerts

Alerts (provide details) →

Discharge from hospital dependent on completion of Home Modifications?

Yes

No

Completion date if required:

Contact for modification

Phone

2

Prescriber Details

Name

Profession

Organisation

Email

Phone

The following items have been clinically recommended for continued safety and independence.  
Installation of these home modifications is subject to the Lifetime Support Authority (LSA) approval.

Site visit required?

Yes

No

Details

3

Home Modification Agreement

**Participant / Guardian / Advocate**

- I agree to the recommended home modifications listed above, subject to approval.
- I have received, read, understood and accept the attached terms & conditions for the provision of home modifications by the Lifetime Support Authority (LSA).
- I have been involved in the prescription of these modifications and to the best of my knowledge agree that they will meet my needs.

<b>Name</b>	<b>Signature</b>	<b>Date</b>
<input type="text"/>	<input type="text"/>	<input type="text"/>

**Property Owner**

I, the owner of this dwelling, give permission for installation of the modifications listed above, subject to approval by the LSA.

I have received, read, understood and accept the attached terms & conditions for the provision of home modifications by the LSA.

<b>Name</b>	<b>Signature</b>	<b>Date</b>
<input type="text"/>	<input type="text"/>	<input type="text"/>

**Prescriber checklist**

**Note:** If significant changes are required to what is detailed on this prescription form, updated diagrams that indicate final requirements must be submitted prior to work commencing.

For complex modifications, a project manager will be engaged to manage the project. A scope of works document will be developed, and must also be signed by all parties prior to commencing works.

- Home modification prescription agreement form completed and signed.
- A copy of the terms and conditions have been provided to the participant and discussed.
- Templates/diagrams attached; Number of pages:

I have completed an assessment and believe the requested modifications will meet the participant's needs.

<b>Prescriber Name</b>	<b>Signed</b>	<b>Date</b>
<input type="text"/>	<input type="text"/>	<input type="text"/>

4

Terms and Conditions

**The Lifetime Support Authority (LSA) will fund necessary and reasonable modifications to your home that you need as a consequence of your motor vehicle accident injury in accordance with Part 10 of the Lifetime Support Scheme (LSS) Rules.**

Home modifications are changes to your home that will allow you to access your home and live safely and independently.

The following outlines information about how the LSA will provide home modifications. You will need to read this information and agree to the terms and conditions before we will start any home modifications.

**Agreement for home modifications**

Home modifications will require signed consent by you, the home owner and your Occupational Therapist.

These items will be installed by tradespeople on behalf of, and at the cost of, the LSA, provided that the LSA approves the modifications. The items will also be recorded on your Discharge Plan or MyPlan.

If changes are required, these will be discussed between the parties and all changes will be dated and agreed to in writing. Changes that have not been approved may result in the LSA no longer being responsible for payment of the modifications.

**Consultancy for complex modifications**

The LSA engages consultant project managers to oversee complex modifications that involve structural changes. The project manager will engage contractors to complete these works. The project manager will:

- Meet with you and the Occupational Therapist to specify the modifications required and to develop a 'Scope of Works' document that will list what modifications will be done. This document needs to be signed by you (or your guardian), the homeowner and Occupational Therapist.

- Arrange quote(s) for the agreed works.
- Organise the tradespeople for your job.
- Ensure the outcome meets the requirements listed in the Scope of Works.

**Commencement date and access to the property**

Tradespeople will need access to your home while we are undertaking the home modifications.

Contact your Service Planner if you need to change the start date. There may be a delay if you change the start date or request changes to the agreed scope of works.

**Unforeseen work**

If contractors uncover issues such as asbestos or termite damage to the property after the modification has commenced, the work will need to stop until these are addressed. The project manager will endeavor to identify these potential issues during the scoping visits, but sometimes these cannot be foreseen. Payment for the costs of unforeseen work will be reviewed by the LSA to assess if it is necessary and reasonable.

**Additional works**

Extra work can be completed at your own cost, but only if it doesn't directly interfere with the building works for the approved home modifications related to your motor vehicle accident injury. Any extra work should not affect access to, or within, the area being modified. Please discuss these out of pocket costs with your Service Planner and the Project Manager.

To find out more information about Home Modifications, refer to Part 10 of the LSS Rules on our website:

[www.lifetimesupport.sa.gov.au/about-us/the-lifetime-support-scheme/the-lifetime-support-scheme-lss-rules](http://www.lifetimesupport.sa.gov.au/about-us/the-lifetime-support-scheme/the-lifetime-support-scheme-lss-rules)

## 5

## After home modifications are completed

**Repairs and maintenance**

As per the LSS Rules, once the provider warranty has finished, the LSA will fund the necessary and reasonable costs of repairs or maintenance of home modifications provided by the LSA, that are essential, and would not normally be required by the homeowner.

If the costs for home modifications were not paid for in full by the LSA and were shared with the homeowner, then the LSA will fund the cost of repairs and maintenance proportional to the original costs paid. Where the LSA funded specific components, then repairs and maintenance to these items only will be funded by the LSA.

The participant, or property owner, is responsible for any repairs and maintenance as a result of normal wear and tear, for the upkeep of a residence, or maintenance of any additional works not funded by the LSA.

**Removal of home modifications**

Once installed, home modifications become the property of the home owner. When modifications are no longer required, these will remain as fixtures and the LSA will not fund their removal, as this is the responsibility of the home owner. If the participant moves out of a rental property the LSA will fund the necessary and reasonable costs of restoring the property to its former state.

**Review of home modifications**

The LSA must be notified in the event of changes which will impact on the recommended use of the home modification so that a review with an appropriate health professional can be arranged.

**Relocation following the home modifications**

As per the [LSS Rules](#), major modifications are generally provided for the principal place of residence and it is expected that the participant remain living at that residence for the foreseeable future. In the case that the home is sold within 10 years of installation of major home modifications, the LSA may require that participants reimburse the LSA based on any increased value of the home due to the modifications. The total increase in value related to the modifications may be depreciated at 10% per year over the 10 years, with participants reimbursing the LSA for any pro rata increase in value. Reimbursement will occur upon settlement of the property.

The LSA recognises that it may be necessary and reasonable to fund more than one home modification if relocation is required as participant's circumstances change. When considering relocation to a new home, the LSA expects that participants will locate a property that is suitable for their needs without substantial modifications, and only minor modifications will generally be funded.

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