

Important Information

Customers seeking approval for modification(s) to their property, are required to provide medical documents supporting the reasoning of the modification request. It is recommended that all Hume Customers seeking a Modification Request read the (Hume’s ‘Modification Policy’) prior to submitting this request form. This Policy can be located on the Hume website.

NOTE: This form must be received prior to an Occupational Therapist (OT) report being obtained. Hume requires that a Technical Officer attend any OT appointment organized in relation to seeking modifications.

Customer Details (please enter at least one contact method.
Full Name:
Address:
Email Address:
Contact Number:
Is the modification for the: <input type="checkbox"/> head tenant or an <input type="checkbox"/> additional occupant?
Do you have a current Transfer approved? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure
If ‘No’, would you consider a transfer to a suitable property if available <input type="checkbox"/> Yes <input type="checkbox"/> No
Does the person receive any government support through the NDIS or My Aged Care? <input type="checkbox"/> Yes, I have a NDIS plan. <input type="checkbox"/> Yes, I receive My Aged Care services. <input type="checkbox"/> No, but I have recently applied. <input type="checkbox"/> No
If you answered yes to the above, does the plan include funding for home modifications? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure
Please provide the contact details for the NDIS Planner or Aged Care Provider: Organisation: Case manager/planner name: Email: Phone number:

This form must be completed fully and signed to be processed. You will receive a written response within 21 days.

Please note the following conditions may be required for the approval for modifications to a property:

- An Occupational Therapist report and relevant medical reports outlining the modifications required.
- Evidence that you are eligible or ineligible for support under the National Disability Insurance Scheme.
- Contact details for my NDIS or My Aged Care service provider if applicable.

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Requires Board Approval	No	Approved Date	09 th March 2023
Approved by:	General Manager Assets	Review date	08 th March 2024

Details of modification

Please select the type of modification from the options below:

MINOR MODIFICATIONS	
<input type="checkbox"/> Handheld shower	Other: (e.g., doorbell for hearing impairment)
<input type="checkbox"/> Lever style taps	
<input type="checkbox"/> Grab rails	
<input type="checkbox"/> Strobe light smoke alarm (for Customers with hearing impairment)	
MAJOR MODIFICATIONS	
<input type="checkbox"/> Widening door	<input type="checkbox"/> Other:
<input type="checkbox"/> Kitchen modification	
<input type="checkbox"/> Bathroom modification	Any Additional information
<input type="checkbox"/> Laundry modification	
<input type="checkbox"/> Carpet/flooring replacement	
<input type="checkbox"/> Entrance/exit ramp	
<input type="checkbox"/> Hoist installation	
Medical Reasoning for Modification Request:	
Description of Modification's required to the property	
Type of Modification	Documents Required
Minor Modifications Documents Required	<input type="checkbox"/> Medical Certificate <input type="checkbox"/> Written report from the Doctor / Health Care Professional <input type="checkbox"/> Completed and Signed Request for Modification form
Major Modifications Documents Required	<input type="checkbox"/> Medical Certificate <input type="checkbox"/> Written report from an Occupational Therapist or Specialist <input type="checkbox"/> Complete and Signed Request for Modification form. <input type="checkbox"/> NDIA Support Package Details <input type="checkbox"/> Other supporting documents

Customer Signature	
Date	

Please return this form and support documents to modifications@humehousing.com.au or to your nearest Hume office.

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