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1 GENERAL CRITERIA FOR THE PROVISION OF MAJOR ADAPTATIONS

1.1 Approving and Reviewing the Criteria

- Compiled by Adults, Health and Communities these criteria will be used by all referrers for people living in the Wakefield District as guidelines for recommendations following their assessment.
These criteria are made available to the main referrers to the service. The relevant section of the criteria document is available to the person being assessed or their guardian/carer on request.

An annual review will be completed and any major changes reported to Cabinet for approval.

Urgent changes will be made if they are essential before the next annual review, in consultation between the Adaptations Service Manager and the Service Manager, Adults, Health and Communities. The changes will be included within the next annual review and specifically identified.

This document comes into operation on 1 April 2005.

1.2 Main Aims and Objectives

1.2.1 The Adults, Health and Communities, Adaptations Service aims to assist disabled people to enable them to:

- move into and out of their homes
- utilise living and sleeping areas within the home
- access cooking, bathing and toilet facilities
- provide a safe environment

The purpose of an adaptation is to modify disabling environments in order to restore or enable independent living, privacy confidence and dignity for individuals and their families.

The team works within the following legislation:

- Care Act 2014
- Housing Grants, Construction and Regeneration Act 1996. Mandatory Disabled Facilities Grant
- Carers and Disabled Children’s Act 2000
- Children Acts 1989 and 2004

1.2.2 The aims of the unit are:

- To work with users and carers in developing the Adults, Health and Communities Adaptations and Special Needs re-housing service
- To undertake a full functional assessment in order to identify the needs of people with all types of disabilities and of all ages.
- To provide the most effective solution to people’s needs, taking into account the clearly defined eligibility criteria
- To enable people to live as independently as possible by giving advice, support and if appropriate, housing adaptations
- To work in partnership with key agencies at a local level to improve strategy, commissioning and maximise resources
- To provide full functional assessments and reports to identify users housing need.

1.2.3 Objectives

- All services will be accessible, reliable, relevant and as flexible as possible, acknowledging that services will be provided based on assessed need.
Assessment of need will involve the family, carer, representative and other agencies where appropriate.
All information will be presented in an accessible form, which takes account of individual communication needs.
Service users will be informed of the necessity for personal information, including medical information for which written consent will be gained. If service users object, they must be informed that this may prevent the provision of their assessed need.

1.3 General Criteria

- The person must be a permanent resident of Wakefield Metropolitan District.
- A request for assessment can be by self-referral or through another agency.
- The person must have a substantial disability that has lasted, or is likely to last for at least 12 months and there is no prospect of significant improvement.
- Adaptations will normally only be provided to the person’s own and permanent residence.
- There are no age restrictions.
- The disability must significantly affect the person’s ability to carry out normal activities of daily living in the home.
- There is no proposed surgery recommended in the short/medium term future which would have a significant impact on functional ability.
- The outcome of intervention must create significant improvement in the persons and / or their carer’s circumstances within the home.
- Where a service user resides in supported living accommodation, only the area within the scheme designated for the service user’s sole use will be considered for adaptations in line with Disabled Facilities Grant legislation.

1.4 Assessment for People Living in Care Homes

The Community Occupational Therapy Team (Civic Centre, Castleford) will carry out assessments for people living in care homes.

Inappropriate Referrals

If a request is received that is considered inappropriate, the person making the referral will be informed of the reasons behind the decision. Every effort will be made to redirect the person to an appropriate agency that may be able to help. An example is a person who does not have a permanent or long-term disability.

1.5 Re-housing

Wakefield Metropolitan District Council will work in partnership with housing providers to make the most effective use of properties within the District.
Re-housing could be considered more appropriate than to carry out major adaptations in a person’s current property in the following circumstances:

- Current home requires extensive adaptations in excess of the Disabled Facilities Grant currently £30,000.
- Current home has design features that do not make adaptation a feasible option and it is therefore considered not ‘reasonable and practicable’.
- Appropriate accommodation can be provided locally that would remove the need for extensive adaptations.
- Major adaptations would not meet the long-term assessed needs of the person and their carer / family.

People will be consulted and consideration will be given to the individual’s needs, including their carer, family and local support network.

2. **ASSESSMENT CRITERIA – MAJOR ADAPTATIONS**

In line with Wakefield Council’s commitment to the environment, recycled equipment will be the first option considered.

2.1 **Access to Property – Ramp**

- The service user is permanently wheelchair dependant and is eligible for provision of a wheelchair by the NHS.
- Service users who use a wheelchair but are able to walk short distances and able to negotiate steps will not be eligible for a ramp. The ability of the helper will be taken into consideration.
- Ramps would not usually be considered for children in buggies supplied privately or by Wheelchair Services.

**NOTE**

Usually only one entrance of the property will be ramped. The ramps will usually be of a semi-permanent construction. Portable ramps may be appropriate to be used when the service user is terminally ill or their mobility could significantly change i.e. prosthesis.

All ramps will adhere to building regulations and planning permission if necessary.

2.2 **Widen / Alter Doors / Provide Additional Doorway**

- The service user is a permanent wheelchair user and the doorways need to be widened to allow wheelchair access to essential rooms.
- The service user has severely restricted mobility and alteration will provide better access and safety.
- An additional doorway is essential and the only feasible option to create level access to the property.
- Kick plates will not be provided to protect décor.
NOTE

Additional doorways are not provided for emergency fire escape.

2.3 Stairlift

- The mobility of a service user is so severely restricted that it is virtually impossible for him/her to negotiate stairs in safety and without undue distress or risk to carer.
- Using stairs would cause detriment to service user’s health and a professional medically indicates it as necessary.
- The medical condition of the service user has been assessed as suitable to use a stairlift and all other permanent members of the household can manoeuvre around the lift safely.

2.4 Through Floor Lift

When the service user meets the above criteria but a stairlift is not an option because of one of the following

- The service user is unable to transfer safely to and from a stairlift and/or the risk is too great to the service user and/or carers.
- The structure of the staircase is not appropriate for the safe installation of a stairlift.

NOTE

Essential access to first floor facilities is necessary ie dormer bungalows

2.5 Ground Floor Facilities

- The service user is unable to use a lift (stairlift or through floor lift) safely or it is not structurally feasible to provide a lift.
- Existing facilities cannot be reasonably adapted to make them suitable for the service user.
- Rehousing has been considered, but rejected as inappropriate.
- It is technically feasible to provide ground floor facilities.
- The service users condition will deteriorate making ground floor facilities the most appropriate long-term option.

2.6 Ground Floor Bathroom

- The service user is unable to use a lift (stairlift or through floor lift) or it is not feasible to provide a lift therefore unable to access the first floor of the property.
- Chemical toilet or commode and other means of wash facilities have been considered and are inappropriate.
- There is a room downstairs available as a bathroom and bedroom area.
- It is technically feasible to provide a ground floor bathroom and there are additional rooms that can be used as a bedroom area.
2.7 Access to Ground Floor W.C

- The service user is unable to safely use a lift (stairlift or through floor lift) or it is not feasible to provide a lift.
- Chemical toilet, commode and other means of wash facilities have been considered but are inappropriate.
- There is a room downstairs available as a WC.
- It is technically feasible to provide a ground floor WC.
- A consultant supports essential provision.

**NOTE**

Ground floor WC’s are not provided to assist with toilet training regimes.

2.8 Access to Bathing / Washing Facilities – Level Access

- The service user has been assessed as no longer able to access their bath even with bathing equipment.
- They are not able to safely and independently strip wash.
- The service user is likely to become a permanent wheelchair user.
- The service user does not have access to communal facilities or they are not medically appropriate.
- The medical condition of the service user puts them at significant risk with their existing facilities.
- The behaviour of the service user is so unpredictable and/or challenging that this is the only safe method of maintaining hygiene for service users and/or carers.

2.9 Access to Shower over Bath

Same as point 8 but service user is able to transfer safely into bath and their condition is unlikely to deteriorate significantly. It is necessary for the service user to shower rather than bathe due to management practicalities or their condition is unpredictable e.g. double incontinence, uncontrolled epilepsy.

2.10 Bathroom Modifications

- The service user is likely to become or already is a permanent wheelchair user and their medical condition contraindicates use of a shower or there is inadequate space for transfer or wheelchair access.
- Ceiling track hoist is required to give access to the bath and changing table over the bath.
- An adjustable height or specialist bath will only be provided when there is a specific medical condition identified by the main carer and supported by consultant information as an essential provision and not for the ease of carers.
- The service user is unable to manage his/her personal toilet hygiene independently.

2.11 Access to First Floor W.C

- Chemical toilet and/or commode has been considered and are inappropriate
The ‘urgency and/or frequency of need’ necessitates nighttime access to first floor W.C with confirmation from medical consultant.

The behaviour of the service user puts them at significant risk by using the stairs during the night.

**NOTE**

This facility will only be provided in exceptional circumstances i.e. where there is a risk of major injury.

2.12 Wash and dry WC

This is a specialist WC which offers wash/dry facilities and is considered for service users with very impaired or no hand function

- The service user has been assessed as unable or virtually unable to manage their own toilet hygiene and the provision would significantly increase their dependence.
- The service user has been assessed with the facilities and is able to tolerate the functions of the WC to manage their hygiene successfully.

**NOTE**

WC provided may be a recycled piece of equipment

2.13 Kitchen Adaptations

- The service user is a wheelchair user, and has a primary responsibility for the preparation of food for self/others in the household or the service user is left alone for significant periods during the day where they would be required to prepare light meals or drinks.
- The kitchen is inaccessible and is structurally feasible to adapt enabling the service user to manage safely in the kitchen.

**NOTE**

Household appliances will not be provided.

2.14 Heating

- The service user has severely limited indoor mobility and needs to maintain reasonable body temperature.
- The service user has a specific medical condition that severely affects his/her body temperature or a condition that would be exacerbated by uneven room temperatures.
- The service user has severe loss of sensation because of their medical condition.
- The service user has a condition causing him/her to be a danger to him/her self or others when using the existing heating system.
- The service user needs to use a ground floor room as a bedroom and the gas appliance contradicts gas regulations.
• Zoned/thermostatically controlled heating is essential for the service user’s condition.

**NOTE**

The 1996 Local Government and Housing Act (Disabled Facilities Grants) state that disabled people should have assistance to obtain “adequate heating” which does not mean full central heating.

2.15 Crossover or/and Hard Standing

• The transferring from car to wheelchair or walking equipment has been assessed as extremely hazardous because of traffic volume for prolonged periods of the day.
• The service user’s behaviour is such that he/she lacks insight into their personal safety and is at risk to injury while being transferred from car to own home. All forms of safety equipment have been unsuccessful and the risk is significant.

2.16 Ceiling Track Hoist

• The service user requires hoisting and the use of a mobile/or gantry hoist is not feasible due to limited space or carer’s needs.

2.17 Safe Environment (internal and external)

**Internal**

A safe environment is a safe protective area, custom made to fit within the service user’s bedroom to prevent or reduce the risk of injury.

• A safe external area to provide a service user who has no sense of danger a safe space to be outside with parental supervision.