

Family Services

# Think family

## Major Adaptations Eligibility Criteria



**Providing assistance in order  
to restore independent living,  
privacy, confidence and  
dignity**

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## General Criteria for the Provision of Adaptations

In this document the term Service User shall be used to mean Child or Adult.

### 1.1

#### Approving and Reviewing the Criteria

- This criteria has been compiled by Family Services
- This criteria will be used by all referrers for people living in the Wakefield District, as guidelines for recommendations following their assessment
- The 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 on request
- The criteria will be reviewed annually 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 Assessment Team Manager and the Service Manager, Housing Needs and Access. The changes will be included within the next annual review and specifically identified
- This document came into operation on 1 April 2005

### 1.2

#### Main Aims and Objectives

##### 1.2.1

*The Family Services Adaptations Assessment Team aims to provide assistance to 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

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:*

- Chronically Sick and Disabled Persons Act 1970
- NHS and Community Care Act 1990
- Disability Discrimination Act 1995
- Housing Act 1985
- Housing Grants, Construction and Regeneration Act 1996. Mandatory Disabled Facilities Grant
- Carers / Recognition and Services / Act 1995
- Carers and Disabled Children's Act 2000
- Fair Access to Care Services
- Children Acts 1989 and 2004

### 1.2.2

*The aims of the unit are:*

- To work with users and carers in developing the Family Services 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 in order to identify housing needs
- 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 or rehousing
- To work in partnership with key agencies at a local level to improve strategy, commissioning and maximise resources
- To provide full functional assessments and report to identify users housing needs

### 1.2.3

#### Objectives

- All services will be accessible, reliable, relevant and as flexible as possible, acknowledging that services will be provided on the basis of 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 Service User must be a permanent resident in the Wakefield District
- A request for assessment can be by self-referral or through another agency
- The Service User must have a disability which has lasted, or is likely to last for at least 12 months and there is no prospect of significant improvement. The service user must be substantially and permanently disabled as defined in the Chronically Sick and Disabled Persons Act 1970
- 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
- The outcome of intervention must create significant improvement in the service user and / or their carer's circumstances within the home and/or enable them to develop independence skills

### 1.4

#### Assessment for People Living in Residential and Nursing Homes

Assessments for people living in residential and nursing homes will be carried out by the Community Occupational Therapy Team (Highfield House, Love Lane).

# 2 Priorities

## 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 in 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 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 carry out major adaptations in a Service User's current property in the following circumstances:

- Current home requires extensive adaptations in excess of the current 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 service user and their carer / family

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

### 2.1

#### Access to the Service

A request for a referral can be by self referral or through another agency with the potential Service User's consent.

### 2.2

#### Assessment Priorities

The assessment priorities are based on the Fair Access to Care Services Guidance.

The eligibility framework represents four levels based on the level of risk to independence if the needs are not addressed. The levels are critical, substantial, moderate and low.

In line with Family Services, needs that fit within the first three levels will be prioritised for assessment. Needs that are 'low' would mainly be met through provision of information and sign-posting to other agencies where appropriate.

By formalising the priorities, accurate information can be given to service users about timescales for gaining an assessment, if appropriate.

## Risk Impact

|  |   |   |  |  |
|--|---|---|--|--|
| <b>Critical</b><br>There is a substantial risk to life | Serious abuse or neglect has occurred or will occur | Carer loss or breakdown has occurred  | The environment is dangerous and there is substantial risk of admission to long term residential care                                      | The person is unable to gain access to toilet facilities in their own home                         |
| <b>Substantial</b>                                     | Abuse or neglect has occurred or will occur         | Carer loss or breakdown may occur, due to a deterioration of health in main carer | There is increased risk of injury from falling. There is a planned hospital discharge or prevention of admission due to physical condition | The person has substantial problems in high priority areas such as mobility, toileting and feeding |
| <b>Moderate</b>  |   | Increased stress/distress to the service user and/or carer                        | There is potential for the situation to continue to deteriorate if no intervention is made   | The person has moderate problems in high priority areas, such as mobility, toileting and feeding   |
| <b>Low</b>   |   | Potential increased stress/distress to the service user and/or carer              | There is evidence that some regular support may be necessary to maintain stability   | Person has minimal physical problems in non-priority areas such as washing and dressing            |

## 2.3 Targets

*The new targets for assessment are:*

|             |                  |
|-------------|------------------|
| Critical    | 1 calendar day   |
| Substantial | 5 calendar days  |
| Moderate    | 28 calendar days |

No assessment will be carried out for a person in the 'low' category.

# 3

## Assessment Criteria - Major Adaptations

### 3.1 Access to Property - Ramp

- The service user is permanently wheelchair dependant and is eligible for provision of a wheelchair by the NHS
- The service user is dependent on an NHS Major Buggy for outside mobility
- 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

*NOTE*  
*Usually only one entrance of the property will be ramped. The ramps will usually be a permanent construction. Semi permanent or portable ramps may be appropriate to be used when the service user is terminally ill or their mobility could significantly change i.e. prosthesis. Ramps will be provided at communal entrances if this is the most feasible entrance to adapt. (Land lorded properties will require their permission and additional policies may apply).*

All ramps will adhere to building regulations.

### 3.2 Widen / Alter Doors

- The service user is a permanent wheelchair user and the doorways need to be widened to allow wheelchair access
- 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

*NOTE*  
*Door handles are replaced or re-positioned only in specific circumstances. Where equipment has been tried and is inappropriate. Kick plates and wall protection will only be provided where space remains limited and wheelchair manoeuvres are difficult. These will only be provided to doorways to access essential facilities.*

### 3.3 Stairlift or Through Floor Lift

- Service users mobility is so severely restricted that it is virtually impossible for him/ her to negotiate stairs in safety and without undue distress or risk to family and/or carer
- Using stairs would cause detriment to service user's health and the adaptation is medically indicated as necessary and appropriate
- When the service user is unable to transfer to a stairlift or his/her condition is likely to deteriorate to the point where he/she is unable to use a stairlift, a through floor lift will be considered
- The structure of the staircase is not appropriate for the safe installation of a stairlift then a through floor lift will be considered

### 3.4 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 users condition will deteriorate making ground floor facilities the most appropriate long-term option for themselves and/or family carers

### 3.5 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 to be adapted for a bathroom and bedroom area
- It is technically feasible to provide a ground floor bathroom and appropriate bedroom area

### 3.6 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 or commode and other means of wash facilities have been considered and are inappropriate
- There is a room downstairs available as a WC
- It is technically feasible to provide a ground floor WC and it will be permanently necessary i.e. not for toilet training

### 3.7

#### Access to Bathing / Washing Facilities - Level Access

The service user has been assessed as unable to access their bath even with bathing equipment and they are not able to safely and independently strip wash.

### 3.8

#### Access to Shower over Bath

Same as 3.7 but service user is able to transfer safely into bath and their condition is functional stable. 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, challenging behavioural issues.

### 3.9

#### Bathroom Adaptations

- The service user is likely to become or already is a permanent wheelchair user
- There is inadequate space for transfer or wheelchair access
- The service user's medical condition is contraindicated for a shower
- The service user is unable to manage his or her own personal toilet hygiene independently and requires carer assistance
- Ceiling track hoist is required to give access to the bath and changing table over the bath

### 3.10

#### 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 access to first floor W.C with confirmation from medical consultant

#### NOTE

*This facility will only be provided in exceptional circumstances when all bathroom facilities are on the ground floors and the service User sleeps upstairs i.e. where a significant risk has been identified.*

### 3.11

#### 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
- The kitchen is totally inaccessible and is structurally feasible to adapt
- The service user's behaviour requires specific adaptations identified through a risk assessment

#### NOTE

*Household appliances will not be provided.*

### 3.12

#### Heating

- The service user has severely limited indoor mobility and needs to maintain reasonable body temperature
- The service user has a specific medical condition which severely affects his/her body temperature or which 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 and could be addressed with an additional heater.*

### 3.13

#### Crossover or/and Hard Standing

- The transferring from car to wheelchair or walking equipment has been assessed as significantly hazardous because of traffic
- The service user's behaviour is such that he/she lacks insight into own personal safety and is at risk to injury while being transferred from car to own home

### 3.14

#### Ceiling Track Hoist

- The service user requires hoisting and the use of a mobile hoist is not feasible due to limited space or carer's needs

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**Farsi**

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**Kurdish**

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**French**

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**Urdu**

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