Enable New Zealand - MoH Basic Housing Process for EMS Assessors EMS Assessor completes assessment with client. EMS Assessor considers all solutions and/or funding Client meets MoH eligibility and If EMS Advice is not EMS Assessor completes access criteria for MoH funding **EMS Advice Request form** equired then complete Mandatory or non mandatory EMS and submits using ProWorkFlow **MOH EMS Portal** Advice required? **EMS** Assessor **EMS** Assessor Solution completes service Supported request via RTL summary EMS Assessor uploads to RTL: - Completed terms and conditions - Completed property owner approval - Completed sketches (existing and proposed) - Quote from Registered Contractor - Schedule summary Service request reviewed by May require review by EMS Advisor Solution Is Not Supported Or MoH Eligibility And Access Criteria Is Not Met Approval letter is ENZ send Income sent to client. Cash Asset Test **Funding** Purchase order is Amount documentation to sent to EMS Agree d client and WINZ if Assessor and required contractor Contractor Contacts Client To Arrange **Modification Date** Contractor completes work. Contractor sends EMS Assessor looks at invoice to ENZ. alternative funding Completion notification

Further Information MOH_checklist

is sent to EMS Assessor

Consultation with an EMS Advisor

Contact moh.housing@enable.co.nz for any housing related queries

Housing Advisors are available for consultation – 0800 ENABLE (362 253)