

Housing Modifications funded by the Ministry of Health for people with disabilities living in Housing New Zealand houses

Information for EMS Assessors who are approved for Basic Housing Modifications or credentialed for Complex Housing Modifications November 2013

The Ministry of Health (the Ministry) and Housing New Zealand Corporation (HNZC) have recently signed a Memorandum of Understanding which sets out the key principles between both parties when modifications are being considered and delivered for eligible disabled people who are tenants in HNZC houses.

The purpose of this Memorandum is to clarify funding responsibilities of both agencies, reduce pressure on EMS Assessors and EMS Providers and also HNZC personnel, and also support the timely delivery of housing modifications for disabled people.

Attached to this communication are three documents which should be used as a guide to assist with decision-making and the timeliness of such decisions. If you are an Approved EMS Assessor for Basic housing modifications or a credentialed EMS Assessor for Complex Housing modifications, we trust you will find the attached information helpful for your practice.

Three documents are available:

1. [Principles for the Provision of Housing Modifications funded by the Ministry of Health for People with Disabilities](#)
2. [Information Sheet, including process maps for Minor and Major Housing Modifications](#)
3. [Request for Approval Form](#)

We encourage you to read the documents, follow the flow charts and use the new process – the dedicated email address is now available for use and the Request for Approval Form can be scanned and sent to this email address.

We recommend that you, if you can, print the process maps in colour and on A3 paper – particularly the Major modifications map as it is rather complex!

We do hope that this collaboration between Housing New Zealand and the Ministry, with input from the EMS Providers and a small group of occupational therapists, will result in service improvements for disabled people, EMS Assessors and the EMS Providers.

We have attempted to reflect the views of all key parties in this process and during the development of the Principles, however if you have any questions or particular feedback about the process, please contact Sue Primrose <sue_primrose@moh.govt.nz> .

Kind regards

Kathryn Hall and Sue Primrose

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