

Re-credentialing Requirements

Vehicle Purchase & Modifications

Introduction

September 2015

The Vehicle Purchase & Modifications credential recognises that Equipment and Modification Services (EMS) Assessors and ACC Transport for Independence Assessors undertaking assessments with people who have transport needs require specialised knowledge and training. This knowledge allows the Assessor to provide appropriate advice and recommendations related to vehicle purchase and modification solutions.

The EMS accreditation framework is managed by Enable New Zealand on behalf of the Ministry of Health (the Ministry); and is recognised by ACC.

Once an Assessor obtains a credential under the Ministry's Equipment and Modification Services Accreditation Framework it remains valid for three years from the date of issue. Credentialed Vehicle Purchase & Modifications Assessors must hold a current Annual Practising Certificate.

Process

All Assessors will be allocated a renewal date of either 30 June or 31 December. This renewal date will be calculated dependent on whether the initial credential was approved in the first or second half of the year. Within the six months before the renewal date of the credential, the Assessor and their supervisor or employer must confirm the minimum requirements for renewal of the relevant credential have been completed.

Re-credentialing requirements (as outlined below) are an internally (assessor service) monitored process. There is no requirement for evidence to be submitted to Enable New Zealand other than for audit processes.

There is no compulsory requirement to re-complete the EMS core module; however this is a recommendation as updates may have occurred. Note that the EMS core module is not applicable to ACC but is a credentialing requirement.

It is the responsibility of the Assessor to have available written evidence that demonstrates they meet the Level 1 or Level 2 re-credentialing requirements:

- for their supervisor or employer to endorse re-credentialing
- for auditing purposes (if required), eg evidence of attendance at courses and learning as part of the Assessor's professional development portfolio.

Attestation of meeting re-credentialing requirements will be by the employer via the EMS Assessor online system, go to:

[EMS Assessor Online](#)

Minimum Requirements

Level 1 - Vehicle Purchase & Modifications Re-credentialing

The following requirements apply to any Assessor wishing to renew the credential irrespective of whether the Assessor is working full or part time.

Vehicle Purchase & Modifications Level 1- Assessment requirements	Vehicle Purchase & Modifications Level 1- Professional development and training requirements
<p>A minimum of 9 assessments over 3 years for people who have level 1 Vehicle Purchase & Modifications needs¹.</p> <p>The assessment does not need to result in a service request for Ministry of Health or application for ACC purchased vehicle or modifications.</p> <p><u>Has demonstrated linkages with a Wheelchair and Seating Level 1 Assessor</u></p>	<p>A minimum of 12 hours of professional development and training over the 3 year period specific to Vehicle Purchase & Modifications</p> <p>Professional development and training can include:</p> <ul style="list-style-type: none">▪ Attendance at relevant conferences with documentation of applied learning▪ Attendance at practical training courses and workshops▪ In-depth product inservices with documentation of learning objectives▪ Webinars▪ Product displays<ul style="list-style-type: none">○ may only account for a maximum of 4 out of the 12 hours of professional development and training over 3 year period▪ Literature reviews resulting in a presentation to peers at inservice training.

¹ Refer to [indicators for Level 1 Vehicle Purchase & Modifications](#) on the www.disabilityfunding.co.nz website.

Level 2 - Vehicle Purchase & Modifications Re-Credentialing

The following requirements apply to any Assessor wishing to renew the credential irrespective of whether the Assessor is working full or part time.

Assessors seeking re-credentialing for the Vehicle Purchase & Modifications Level 2 credential are not required to also meet the requirements for re-credentialing for Level 1.

Vehicle Purchase & Modifications Level 2- Assessment requirements	Vehicle Purchase & Modifications Level 2- Professional development and training requirements
<p>A minimum of 9 assessments over 3 years for people who have Level 2 Vehicle Purchase & Modifications needs².</p> <p>Note:</p> <ul style="list-style-type: none">Assessment can include reviews <p>The assessment does not need to result in a service request for Ministry of Health or application for ACC purchased vehicle or modifications.</p> <p><u>Has demonstrated linkages with a Wheelchair and Seating Level 1 Assessor</u></p>	<p>A minimum of 12 hours of professional development and training over the 3 year period specific to Vehicle Purchase & Modifications.</p> <p>Professional development and training can include:</p> <ul style="list-style-type: none">Attendance at relevant conferences with documentation of applied learningPractical training courses and workshopsIn-depth product inservices with documentation of learning objectivesWebinarsProduct displays<ul style="list-style-type: none">may only account for a maximum of 4 out of the 12 hours of professional development and training over 3 year periodLiterature reviews resulting in a presentation to peers at inservice training.

Those Assessors unable to meet the re-credentialing requirements (as above) within the required time frames will need to recommence all credentialing requirements to gain the Vehicle Purchase & Modifications Level 1 or Level 2 credential as applicable.

For further information about the Equipment and Modification Services Accreditation Framework visit: www.disabilityfunding.co.nz/ems-assessors

Or contact Enable New Zealand:

Call **0800 17 1981**

Email assessor.info@enable.co.nz

² Refer to [indicators for Level 2 Vehicle Purchase & Modifications Credential](#) on the www.disabilityfunding.co.nz website.