

9 NOVEMBER 2016

SWEP Prescriber Communique

Home Modifications Update

Dear Prescriber

In the coming months SWEP will be implementing a new model for home modifications, which you may be aware of from previous SWEP communiques.

The new model has been revised to include:

- SWEP Operational Procedures for Home Modifications.
- SWEP Home Modification Consumer Information Booklet.
- New Online Prescription Form.
- Registration and Credentialing Framework for Builders/Tradespeople.
- Updated Home Modification Prescriber Manual.

More details regarding the above resources will be provided in future SWEP Communiques.

Prior to the new model being released please note the current process for home modifications >\$1,000:

- When SWEP informs the Prescriber that funding is imminent, either the property owner, *their authorised agent* or the Client/Participant, *their authorised representative* or the Prescriber will obtain two detailed quotations provided by Builders/Tradespeople, which include the scope of works. If there is a preferred quotation, the Prescriber will identify this when submitting the quotations to SWEP.
- SWEP will inform the Prescriber of the nominated Builder/Tradesperson who has been approved to perform the home modifications.
- The nominated Builder/Tradesperson is responsible in identifying if the home modifications are considered structural or non-structural.
- If there are no structural modifications required, the nominated Builder/Tradesperson will provide the working drawings. The Prescriber may complete the working drawings and scope of works if written endorsement is provided by the nominated Builder/Tradesperson on the working drawings.
- If there are structural modifications required, either an Architect or Draftsperson is required to provide the working drawings and scope of works. Please note that the Aids and Equipment Program does not fund Architects or Draftspersons.
- The Prescriber will submit the working drawing and scope of works to SWEP.

At this stage there are no changes to the process for home modification applications <\$1,000.

Prescriber Feedback

If you wish to provide any feedback or have questions about these changes, please telephone Narelle Harrison on 03 5333 8115 or Nick Grakini on 03 5333 8128.