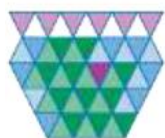




Health & Social Care Moray

Policy for the Provision of Major Adaptations



MORAY
council

Moray Council

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1.1 Introduction

This document provides the policy framework by which Moray Council's Housing services and Occupational Therapy within Health and Social Care Moray will work together to provide major adaptations in people's own homes.

1.2 The policy provides a collaborative framework between Moray Council and the Moray Integration Joint Board which seeks to ensure sensitive and practical procedures are in place to ensure the aim of the policy is achieved as fully as is practical.

1.3 The provision of adaptations are an important part of meeting the needs of people in their own homes either by enabling people to return to their homes from hospital or other care, or to remain in their own homes and prevent hospital admission.

1.4 Health and Social Care Moray promotes and facilitates independent living in people's own homes, for people who have a disability. This is achieved by the provision of advice, rehabilitation and recommendation of equipment and adaptations.

Moray Council has a statutory duty to provide assistance to make a house suitable for a person with a disability. From April 2016, as required by the Public Bodies (Joint Working) (Scotland) Act 2014, the lead responsibility for adaptations was delegated to the Integration Joint Board. In the context of this responsibility, the Housing Service will continue to work in partnership with the OT service of Health and Social Care Moray to meet its statutory duties to adapt homes to meet the needs of its tenants.

2.1 General Conditions

2.2 Disability is defined:

'if you have a physical or mental impairment that has a 'substantial' and 'long-term' negative effect on your ability to do normal daily activities

'substantial' is more than minor or trivial, eg it takes much longer than it usually would to complete a daily task like getting dressed

'long-term' means 12 months or more'

Equality Act 2010

2.3 Adaptation is defined as:

An alteration or addition to the structure, access, layout or fixtures of a property.

An adaptation will be provided for the purpose of allowing a person to occupy, or to continue to occupy, the accommodation as their sole or main residence.

2.4 A minor adaptation is relatively inexpensive and may be fitted relatively easily and quickly without the need for architect support or advice. Examples of minor adaptations include grab rails and external handrails. The provision of minor adaptations are not part of this policy.

2.5 Major adaptations address complex needs and involve expensive, permanent structural changes to a person's home, such as widening doors for wheelchair access, provision of level access shower facilities, or installation of a through floor lift. These generally need an architect or representatives from specialist companies to be involved.

2.6 The provision of equipment, adaptations, rehabilitation and providing advice on daily living and personal-care activities is aimed at increasing or maintaining functional independence for people with a substantial and long term disability. The service is provided to adults and children. Equipment and adaptations provided to improve quality of life without a functional element are outside the bounds of the Occupational Therapy service. Adaptations are not considered solely to overcome social or economic problems, e.g. overcrowding.

2.7 There will be circumstances when adaptations are not the most appropriate solution to meet a person's housing needs and alternative housing is the most appropriate solution. In these circumstances, the Housing Department and other services or agencies will work together with the person and their families, to provide a solution to meet assessed needs. Equipment and adaptations will be provided in the most cost-effective way that meets the person's needs.

3.1 Decision Making Process

The level of service provided will be determined following an assessment of need by an Occupational Therapist. We have a priority system for assessment and for major adaptation work to be carried out. Please see appendix A for the priority system

3.2 Following an assessment by a member of the Occupational Therapy Service a decision on the need for major works is made. The decision will follow the Criteria for the Provision of Major adaptations, see section B. The request for major works is then authorised by the Occupational Therapy Team Manager. Where the work is extensive or the request outside our criteria, a panel will meet to discuss the request. The panel may consist of a Service Manager, Occupational Therapy Team Manager, Housing Improvement or Housing Manager

3.3 The process will be transparent, equitable and offer informed choice to the client on both outcome and delivery of the service, under pinned by the principle of minimum intervention and best value.

4.1 Complaints Procedure

The complaints procedure is as follows: a complaint can be made by telephone, email, in writing or in person at any of our public facing offices.

The Moray Council
High Street
Elgin
IV30 1BX

01343 543451
complaints@moray.gov.uk

After we have fully investigated, if you are still unhappy with our decision or the way we dealt with your complaint, you can ask the Scottish Public Services Ombudsman (SPSO) to assess it. Freephone: 0800 377 7330 Online contact:

www.spsso.org.uk/complain/form

Website: www.spsso.org.uk Mobile site: <http://m.spsso.org.uk>

Section A Priority System

Duty – priority for Occupational Therapy assessment

Immediate action required to prevent admission to care home or hospital.

Immediate action required to prevent care situation breaking down.

Immediate action to enable out of area hospital discharge (for example - assessing home environment and issue of equipment that is essential for discharge)

Critical – priority for Occupational Therapy assessment

Action is needed to enable safe discharge from hospital

The person or their carer is at high risk of injury in carrying out essential activities of daily living and there is not a safe interim measure.

The health of the main carer is at immediate risk.

The person has a terminal illness or receiving end of life care.

Substantial (High) – priority for Occupational Therapy assessment and major adaptation

Action is needed to promote client and carer's safety and independence.

The person is at risk of injury in carrying out activities of daily living.

The person is at risk in carrying out essential activities but a viable work around exists.

The referral is for child or adolescent and is not critical.

Moderate (medium) - priority for Occupational Therapy assessment and major adaptation

The person or their carer is at risk of injury in non-essential activities of daily living (such as bathing)

The person is unable to perform some aspects of personal care, social life or domestic tasks, indicating some risk to independence.

The person's relationship is maintained with carer with occasional strain.

Low

There is a low risk to independence.

There is the potential for the person to maintain their health with minimum interventions.

The person has difficulty with one or two aspects of personal care, domestic routines and/or home environment indicating low risk to independence.

The carer is able to manage most aspects of their caring / domestic role though struggles with one or two aspects but with low risk.

Action – Information given or signposted to services in order to self-manage.

Section B

Criteria for the Provision of Major Adaptations

Toileting

Special Toilet i.e. Closomat/Gerberit

Description

An automatic WC that provides flushing, warm washing and drying functions in one operation. In most circumstances under the Major Adaptations Policy 2018 this was classed as Equipment provision unless installed as part of a major adaptation. The closomat is both wired and plumbed in and replaces the existing toilet. 'Commissioning' the unit is carried out by a specialist company. Installation is often as part of major adaptation works and the overall layout of the bathroom needs to be considered as part of the installation. It is for these reasons the Closomat/Gerberit is now to be installed under a major adaptation only. (see Equipment Policy for 'add on' bidet style unit that will carry out the wash dry function and offers an equipment alternative to the closomat).

Criteria

The general considerations prefacing this document are met.

and

The person is unable to maintain proper hygiene after toileting due to the degree of functional loss, and is unable to use assistive devices i.e. bottom wiper

and

The provision would maximise the person's independence in toileting or prevent the breakdown of a care situation.

An Additional Toilet

Description

Provision of an additional toilet within the existing footprint of the house. This can be a standard WC or a special WC (i.e. Closomat).

Criteria

The general considerations prefacing this document are met

and

The person's functional ability to access the existing WC is severely restricted due to the nature of their disability

and

Access to existing amenities cannot be provided (or is inappropriate) by alternative means e.g. stairlift

and

A special commode or chemical toilet have been considered but is inappropriate as a long-term solution

or

There is a permanent medical condition affecting frequency/urgency of micturition and/or bowels and the existing WC is not readily accessible for person.

Bath/Shower Adaptations

Level Access / Wet Floor Shower Installations

Description

An adaptation where an accessible showering facility is created. This may involve the removal of an existing bath or shower cubicle or the creation of a new separate facility with relevant accessories e.g. chair, rails, half height doors.

Criteria

The general considerations prefacing this document are met.

and

The person requires the adaptation to improve their safety / independence in personal care.

or

The person is unable to transfer safely in / out bath.

and

All bathing equipment from basic bath board to powered bath lifts have been tried where appropriate and have proved unsuccessful.

and

A shower installation is the most appropriate long term option

and

The person must be encouraged to try all feasible options. Preference alone cannot be the only factor for this provision.

A level access shower will not be considered where a property is otherwise unsuitable for the person's long term needs, or if there is a current application for re-housing.

For flats and apartments, a level access shower would not normally be recommended above the ground floor unless there is an accessible communal lift for in place.

Stairs

Curved Stair lift

Description

A powered lift mounted on a curved track on a staircase. The fixed track follows the line of the stairs. The majority of lifts are used in a seated position but it is possible to obtain models that can be used standing or perching.

Criteria

The general considerations prefacing this document are met.

and

The person is unable to climb the stairs.

or

The physical exertion of climbing the stair is contraindicated.

or

The person is unsafe climbing the stairs and a second handrail will not make them safe.

and

There is unlikely to be an improvement in ability either due to prognosis or through surgical intervention / active rehabilitation.

and

The house is otherwise suitable for long term needs or could be further adapted if required. Where there is a ground floor toilet, a washing facility and a suitable room on the ground floor to provide a private bedroom a curved stair lift will not be provided.

A stairlift will only be considered when a person's needs cannot be met on the ground floor of their home and rehousing to more suitable accommodation is not considered to be a suitable solution.

Straight Stairlift - this adaptation is currently considered as equipment – see Equipment guidelines

A stairlift on the exterior of the property (open to the elements) will not normally be considered.

Through Floor Lift

Description

A vertical lift which can be used between the lower and upper floors in a domestic property. There is a range of lifts available that can be used by wheelchair users, persons with mobility impairment and where carer assistance is required.

A through floor lift will only be considered in exceptional circumstances where a person's needs cannot be met on the ground floor of their home, re-housing is not considered to be a suitable option and a stairlift is contra-indicated (e.g. the stair is unsuitable for a stairlift, the person is unable to transfer on/off a stairlift),

Criteria

The general considerations prefacing this document are met.

and

The person is unable to climb the stairs.

or

Where the physical exertion of climbing the stair is contraindicated.

or

The person is unsafe doing so and a second handrail will not make them any safer.

and

There is unlikely to be an improvement in ability either due to prognosis or through surgical intervention / active rehabilitation.

and

The house is otherwise suitable for long term needs or could be further adapted if required.

Access

Ramp

Description

Permanent Ramps

A permanent ramp is the best solution for a person with long term needs.

A permanent ramp would usually only be considered where the interior of the house is suitable for wheelchair use.

All permanent ramps installed must comply with Building Regulations and may require planning permission. These regulations are subject to change and it is important to adhere to current guidance.

Once installed, a permanent ramp becomes part of the property and any maintenance etc is the responsibility of the property owner.

Criteria

The general considerations prefacing this document are met.

and

It is technically feasible to provide a ramp which meets building regulations and is practical for the person and their carer to use.

and

The person is a permanent wheelchair user.

or

The person requires to use a wheelchair part of the time and is physically unable to climb the steps.

or

The person is anticipated to require a wheelchair or wheeled walker in the foreseeable future, has substantial difficulty in climbing the steps and a step modification is not thought to be a long term solution.

A ramp will not be considered where a property is otherwise unsuitable for the person's long term needs, or if there is a current application for re-housing.

Removable Ramps – See Equipment Guidelines

Platform lift

Description

A vertical lifting platform designed to give easy access to homes, where a change in level (usually overcome by steps) inhibits wheelchair users, or those with severe mobility impairment. This can be used internally or externally.

Platform lifts are only considered in exceptional circumstances and rehousing to more suitable accommodation should always be considered first.

A lifting platform is generally only considered for a wheelchair user.

Installation of a platform lift at communal steps will not be considered.

Criteria

The general considerations prefacing this document are met.

and

The person is unable to climb the steps.

or

Where the physical exertion of climbing the steps is contraindicated.

or

The person is unsafe doing so and a second handrail will not make them any safer.

and

There is unlikely to be an improvement in ability either due to prognosis or through surgical intervention / active rehabilitation.

and

The house is considered to be otherwise suitable for long term needs.

and

It is not possible / feasible to provide a ramp, due to lack of space, gradient etc, to reach essential areas of the property.

and

An internal / external stairlift is not considered to be an option.

Door Opening Devices

Description

A remote controlled device which, when activated, unlocks and opens a door, with time delayed closing. This is classed as an adaptation.

Criteria

The general considerations prefacing this document are met.

and

The person is unable to physically open / close and negotiate a conventional door.

and

The person is able to mobilise independently with or without mobility equipment.

and

The person is able to negotiate the steps/path to and from the door

And

The person lives alone or is alone for significant periods of time.

Extensions to Functional Space

Extensions cannot be built purely to overcome an overcrowding issue.

The following alternatives to a house extension must be considered:

- Adaptation within the existing footprint of the property.
- Different types of lifts should be considered.
- Re-housing must have been explored in great depth.

An extension will only be considered as a last resort and can take a considerable time to completion