



DEPARTMENT OF ECONOMIC SECURITY

Your Partner For A Stronger Arizona

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Division of Developmental Disabilities (DDD) Home Modification Service

Utilization of the Home Modification Service

Home Modification is the process of adapting the home to promote the independence and functional ability of persons with disabilities. Adaptations may include physically changing portions of the residence to create a living environment that is functional according to the member's specific needs. Terms often associated with this process include barrier removal, architectural access, assistive technology, retrofitting, home modifications, environmental access, or universal design. The purpose of a home modification is to increase a member's independence. The home visit will assess the relationship of the member's ability to function independently in the current environment as a result of the proposed home modifications. The home visit will also coordinate the Home Modification Packet production.

DDD Members who are eligible for the Arizona Long Term Care System (ALTCs) are also eligible for medically necessary home modifications for architectural access to and within his/her natural/private home. The goal of a home modification is to provide the person greater independence and ability with assistance for daily living in their home. Home modifications must be medically necessary, cost-effective, and reduce the risk of an increase in Home Community Based Services (HCBS) or institutionalization.

Home Modification Assessment Requests: The date recorded in the member's Person-Centered Service Plan (Planning Document) becomes the date for the request for an assessment. This request date determines the beginning of the required 30 calendar days to complete a home visit and assessment. After the Home Modification unit receives a request, a Home Assessment will be done to develop an individualized home modifications plan. The plan will ensure that only appropriate diagnosis related modifications are completed in the home. This plan also provides for a cost-effective, predictable, medically beneficial, and measurable rehabilitative service for the member. Once the home modifications assessment is completed, AHCCCS covers physical modifications to the home as determined through an assessment of the member's needs and as identified in the member's service plan.

The home modification service requires a prescription for the service.

When the assessment identifies a need for specific modifications, the Home Modification unit pursues a prescription from the member's Primary Care Physician (PCP) or treating Physician for the specific modifications.

- The Home Modification Unit utilizes a specific form called "Medical Justification for Home Modifications" to pursue the prescription.
- This form identifies the specific modifications determined by the assessment as medically necessary for the member to function with greater independence within the home.
- "The Medical Justification for Home Modifications" **form is faxed to the Physician by the Home Modification Unit.**

- With the Physician’s dated signature on the “Medical Justification for Home Modifications”, this form is considered a prescription for the home modification service. The form informs the Physician:
 - Arizona Long Term Care System (ALTCS) requires a written order from the Physician so the Division can provide the recommended home modification.
 - The Physician’s dated signature is requested and returned within three (3) business days.
 - After the PCP provides their dated signature on the Medical Justification form, this form is returned to the Home Modification Unit via fax at (602) 666-8807.
 - With the Physician’s dated signature on the “Medical Justification for Home Modifications”, this form is considered a prescription for the home modification service.
 - Without the Physicians timely response, the ALTCS member will be denied the home modifications identified on the form.
 - Should the PCP have any questions, the PCP can contact the Home Modification Unit Manager, Irene Scherberger at 602-390-6570.

The date the Division receives the PCP’s signed and dated prescription becomes the “need identified” date when specific modifications are assessed as needed. The Division must approve or deny requests for home modification within 14-calendar days of the need identified date. The assessed modifications are completed within 90-days from the assessment date.

Examples of modifications that may be covered include, but are not limited to:

- Installation of one ramp, including handrails, and necessary threshold modification,
- to facilitate barrier-free member access to his or her Home,
- Widening of doorways to allow a member in a wheelchair access to essential areas
- of their Home,
- Modification of one bathroom to allow member access and/or increased independence in bathing and toileting functions. For example, roll-in showers, wall-hung or other wheelchair accessible sinks, repositioning of existing fixtures for adequate movement within the bathroom, and specialized toilets to allow for easier transfers, and
- Removal of flooring cover for ease of access and replacement with suitable
- flooring. This does not include removal of carpet for hygiene purposes.

The modifications are performed by a licensed contractor registered with the AZ Registrar of Contractors who have a contract with the Division to provide the home modification service.

The PCP can contact the Home Modification Unit Manager, Irene Scherberger at 602-390-6570 for any questions regarding this process or the Home Modification service.