

Advice and assistance for disabled people requiring adaptations to their homes

What should I do if I need an adaptation?

You are advised to contact your GP, or contact the Community Occupational Therapy Referral Hub – telephone **01905 681637** who can arrange for an assessment of your needs. If appropriate the Occupational Therapist will refer you to the council for assistance.



Free advice is also available from **Care & Repair** who are the Home Improvement Agency for Worcestershire: Tel: **01684 579456**.

Can I get a grant from the council?

A Disabled Facilities Grant (DFG) may be available, but **the council cannot make a decision on your case until a fully completed application is received.**

The criteria to be used by the council in assessing completed applications, and the information required are set out in the Housing Grants, Construction & Regeneration Act 1996, and in regulations made under this legislation.

What happens after I am referred to the council by the Occupational Therapist?

The Occupational Therapy team set priorities for all referrals to the council using an agreed countywide priority rating system, which is common to all the district housing authorities.

When they categorise a referral as highest priority (Category 1), the council normally passes it immediately to Care & Repair. In some cases, Care & Repair may act as agent for the applicant in preparing their grant application.

For Category 1 referrals only, the cost to Care & Repair of preparing a grant application is funded by the council directly, in addition to any works costs which may be funded by a DFG.

In order to ensure that grant funding is targeted on the highest priority cases, **the council does not normally fund this work in respect of Category 2 and 3 referrals.** In such cases, you may wish to seek other professional assistance, or to complete the application yourself.

All completed grant applications received by the council (whether prepared by the applicant or by their agent) are processed in line with legislative requirements. The priority accorded to their original referral is not a factor in deciding the application.

We expect to issue an approval (or give our reasons for non-approval) within 6 months of receipt of any completed application for a Disabled Facilities Grant.

If further information is required, please contact:

Peter Newman, Housing Outcomes Manager, Malvern Hills District Council

Telephone: **01684 862151** or email peter.newman@malvern hills.gov.uk