



DISABILITY ADAPTATIONS FOR HOME OWNERS

REFERRAL PROCESS FOR AN OCCUPATIONAL THERAPY ASSESSMENT:

- An initial referral can be made by anyone.
- If the assessment is for a child or someone under 65 years of age, please call **01506 777777**.
- If the assessment is for someone over 65 years of age please call **01506 776700**.
- You will receive confirmation of your request in writing and will be contacted by the appointed Occupational Therapist (OT), to arrange a visit within 6 weeks of your request. Urgent or emergency requests can be assessed within 7 days.

OT SELF-SELECTION:

- Some small adaptations can be provided free without an assessment e.g. handrails and banisters.
- For an OT self-selection booklet please call **01506 775608**.

ASSESSMENT PROCESS:

- A detailed assessment will be carried out by a member of the Occupational Therapy staff. Options and alternatives will be considered to meet your needs. This will be governed by West Lothian Council's OT criteria and practice guidelines as ratified by West Lothian Council committee and also by the National Standards Eligibility Criteria.
- You will receive a copy of this assessment. If you have any queries or concerns regarding this please contact the OT.
- The OT can arrange for some low cost adaptations to be carried out.
- If the outcome of your assessment highlights the need for a higher cost adaptation, authorisation for this may be sought from the 'Scheme of Assistance Panel' for grants funding. You will be notified of the outcome.

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GRANT PROCESS:

- If your request is approved and funding is agreed, the grant section will send you an application pack with a letter detailing the grant process and the information required to support your application.
- If you are over 60 years old your grant application can be managed by Care & Repair, please call **01506 424148**.
- On completion of the agreed work, the Grants Section will advise the OT who will check that the work meets your assessed need and may provide additional equipment to use with your adaptation.
- The minimum grant award is 80%. If you are in receipt of certain benefits, you may qualify for a 100% award. More information is available in the application pack.
- If you are under 60 years of age, your grant application can be managed by the Grant section, please call **01506 281382**.



Translation service available – telephone 01506 775000.

If you have any comments regarding the layout of this leaflet, please contact Anne Sherriff, Group Manager Telephone 01506 775623.

**Information is available in Braille, on tape, in large print and community languages.
Please contact the Interpretation and Translation Service on 0131 242 8181.**