

Home Modifications and Assistive Devices (HMAD)-Devices and modifications that assist and teach a client to function independently in the family or community or to obtain, maintain, or advance in employment. These services are based upon economic need.

Examples of HMAD can include:

- Ramps
- Bathroom and kitchen modifications
- Personal hygiene and dressing aids
- Reachers
- Doorbell indicators
- Eating utensils

Services provided under the Home Modification and Adaptive Devices program are for IL eligible individuals with significant disabilities currently living in South Dakota who meet economic need. The scope of services are limited to those home modifications and devices that are necessary to overcome barriers that substantially limit a client's ability to function independently in the family or community or to obtain, maintain, or advance in employment. If services are employment related, the center should make a referral to the local DRS\SBVI district office to determine if VR can provide for the service under regular VR services or post employment services. The program may purchase adaptive devices (reachers, doorbell indicators, eating utensils, personal hygiene & dressing aids, environmental controls, etc.) and home modifications (ramps, widen doorways, bathroom and kitchen modifications, etc.). When doing interior home modifications, only modify areas necessary to assist the client to function in the family, community, or employment. Making the entire home accessible is not a necessary service.

The scope of services do not include medical, prosthetic or orthotic devices (hospital beds or related equipment, wheelchairs, artificial limbs, devices for supporting or assisting limb functions, etc.) medical supplies and medications. Other examples outside the scope of services are: telecommunication equipment, expensive adapted silverware instead of regular adapted utensils, ramps constructed of expensive materials (solid oak) instead of treated lumber, etc. The State reserves the right to determine what modifications/devices are within the scope of services. If a center has questions about the scope of services they should contact the DRS IL Program Specialist.

If a client builds a house, they are financially responsible to assure the home is accessible to meet all their needs.

This pre-approval process must be completed for utilization of HMAD funds paid through DRS. For other funding sources, including Part C funds, this process does not need to occur. For request to use DRS funds for purchase of HMAD, the following steps must be completed prior to the delivery of services:

1. A CIL must open a client service record and determine if a client is eligible for services according to Title VII of the Rehabilitation Act.

2. The client must meet economic need, which is determined by completing a financial and economic status form (DRS-314).
3. An independent living plan (ILP) must be offered and jointly developed, unless the client signs a waiver stating a plan is unnecessary, according to Title VII of the Rehabilitation Act. All services must have prior written authorization by the center. The planned services must be appropriate to improve the client's ability to function more independently.
4. All other resources such as VR, DSS, church groups, telecommunication fund, civic organizations, family members, should be exhausted first prior to providing services.
5. A center will limit the purchase of home modifications to \$5,000, which is a lifetime limit.
6. A [HMAD Pre-approval form](#) must be completed and submitted to the DRS IL Program Specialist prior to purchase of equipment or modifications. The pre-approval form must include a copy of the quote for the job from a contractor, or a quote for the items to be purchased. As required by South Dakota Department of Revenue, contractors are allowed to include a 2% excise tax in their quote. Please refer to the [HMAD pre-approval memo](#) regarding this approval process.

Once the delivery of services are completed, the center must conduct an on-site review with the client to determine if the planned outcome has been achieved. The on-site review must be documented in the client record. If additional services are needed the ILP must be amended or the client must sign a waiver as stated above.

All client service records are confidential. The client will be informed of the rights to appeal per provider agreement. If the client requests a review of the decision made by a center, the review will be conducted in accordance with Title I regulation 361.57.

TECHNICAL ASSISTANCE GUIDE

What to consider before providing services for an existing house or apartment -

- Modifications or devices must meet the client's essential needs. Centers should encourage clients to select modifications or devices that meet general accepted safety and construction standards. **At a minimum all wheelchair ramps must be built to ADA Accessibility Guidelines.** If the client uses a wheelchair, consider the type of wheelchair and its dimensions to make the accommodations.
- The program will purchase modifications that are needed within the client's apartment living unit. The apartment owners must be consulted and asked to do the modifications. If the owners are not able to do the modification, center or the client must get the owner's consent for the centers to provide the modifications. Making modifications to common areas in the apartment building used by everyone is not appropriate. Common areas are hallways, laundry room, entrance doorway, pools, saunas, sidewalks, mail areas, community rooms, etc.
- Staff should have some assurance that the client intends to live at the residence for an extended period of time. Questions to ask:

1. Did the client live at another residence before the disability occurred or worsened?
2. Does the client have plans to move out?
3. Does the client have plans to attend school out of town?
4. Does the client have plans to work out of town?

If the answer is yes to any one of these questions, the client may only plan to live there for a short time so providing services may not be appropriate.

- Consider using offset hinges before widening doorframe. If a doorway is widened, only the flooring and ceiling at the doorway entrance should be repaired. Consider using carpet remnants, or find an adequate flooring/ceiling match. Matching does not have to be exact. Program will not replace the entire room flooring or ceiling.

- The program can make one entrance accessible. The ramp landing at the entry door may not exceed 8 feet by 8 feet.

- Modifications are to be completed on the existing foundation, electrical, heating and plumbing systems. Building new additions on the existing house or apartment, expanding or repairing sewer and foundations, etc. is not appropriate.

- Total cost per client is limited to \$5,000.

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