ACC1564

Housing modification responsibilities

Complete this form to agree to the responsibilities you and ACC have if ACC carries out modifications to your home.

Please read the form carefully then sign it to show that you agree to the responsibilities.

If you have any questions, please contact your ACC contact person who will be happy to help.

When you've finished, please return this form to your ACC contact person.

1. Client details	
Client name:	Claim number:
Postal address:	

2. ACC details	
ACC contact person:	ACC office:
Contact phone number:	Email address:

3. Responsibilities

Before any work starts

- If asked to do so, you're responsible for getting written consent for the modifications from the property owner.
- If you're the property owner and have a mortgage for the property, you're responsible for advising your bank or lending institution of any structural modification and getting their consent to proceed.
- You're responsible for advising your home and/or contents insurance provider that modifications may take place.
- ACC is responsible for assessing your injury-related needs and developing a cost-effective solution to meet those needs.
- ACC will work with you to determine what modifications we can fund and we'll get your agreement on these before any work starts.

During the modifications

- ACC will arrange for a project manager to oversee the modifications process, unless the modifications are minor. The project manager can manage the whole process on your behalf. ACC will meet the cost of the project manager.
- ACC will not be a contracting party at any stage of the modifications.

Insurance, maintenance, repair and removal of the modifications

- The property owner, not ACC, is responsible for insuring the home modifications.
- ACC is not required to repair or replace any home or modifications that are not insured and are damaged.
- ACC's not responsible for:
  - the cost of removing modifications no longer needed
  - for any loss of value to your home because of the modifications, or because the modifications are removed from the home.

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Funding and payments

- ACC is only responsible for paying for the injury-related modifications and associated costs agreed to.
- ACC's contribution is:
  - not transferable to another property and relates only to the property you've asked ACC to consider in your application
  - paid once you, the independent assessor and our contracted housing modification supplier confirm that the work meets the agreed plans and your injury-related needs.
- If the modifications are removed or no longer required, or you no longer live in the modified home, ACC can't recover any payment made to you.

If you need to move in the future

- If you move from your modified house, ACC is not responsible for the cost of returning the home to the way it was before the modifications were carried out.
- If you choose to move from a modified home to a home needing modification, ACC may decline to pay for modifications to the new home.
- If you want ACC to pay for modifications to another home, you need to let us know before you move, so ACC can make a decision about funding modifications before you move.

4. Client/representative's agreement

I am the: ☐ client ☐ client's representative ☐ client's parent/guardian	
Full name:	Claim number:
I have read and understand the responsibilities set out above.	
Signature:	Date: \

When we collect, use and store information, we comply with the Privacy Act 1993 and the Health Information Privacy Code 1994. For further details see ACC's privacy policy, available at www.acc.co.nz. We use the information collected on this form to fulfil the requirements of the Accident Compensation Act 2001.