



**Please complete this form with the client and attach to the request for modifications form.**

**Please advise the person signing this form they are giving permission for the property to be modified.**

**This modification requires approval by the Department of Veterans' Affairs before it can proceed.**

Your personal information is protected by law, including the *Privacy Act 1988*. Your personal information may be collected by the Department of Veterans' Affairs (DVA) for the delivery of government programs for war veterans, members of the Australian Defence Force, members of the Australian Federal Police and their dependants.

[Read more: How DVA manages personal information.](#)

### No duplication of government funded services

It is the responsibility of the requesting health provider to check the client is not accessing the same service/aid/appliance or home modification through more than one government service e.g. National Disability Insurance Scheme (NDIS) and RAP.

### Occupational Therapist

Name (Please print)

Available (Please tick)

Mon  Tue  Wed  Thu  Fri

Phone

Email

Date

 /  / 

### Client

File number

Surname

Given name(s)

Address

  


POSTCODE

Phone

The following modifications have been clinically recommended for the DVA client's continued safety and independence.

These modifications will be completed by tradespeople on behalf of and at the cost of DVA, provided DVA approves the modification.

The specifications listed are not to be changed without prior consultation with the client's Occupational Therapist and DVA. Unauthorised changes may result in DVA not paying for the modification.

When no longer required, these modifications will remain as fixtures in the premises and you agree not to seek financial assistance for the restoration of the property to its former state or for ongoing maintenance costs such as annual inspections/registration costs.

DVA will not approve work that is deemed to be maintenance, e.g. replacement of rotting joists, etc.

When a General Power Outlet (GPO) is required for a major home modification, DVA will be responsible for the installation, however DVA will not fund any wiring improvements to ensure compliance with current electrical standards (including safety switches).

**List all modifications to be completed**

- 1.
- 2.
- 3.


**Installation of a lift/modular ramp**

Stairlift

Vertical platform lift   
(including waterlift)

Modular/removable ramp

**Please note:** When the client no longer requires the lift/modular ramp, it will be removed at the cost of DVA, however, any repairs required to return the property to its original state is the financial responsibility of the home owner. In the event of a sale or change of ownership of the property, the home owner is to advise DVA prior to enable the removal of the recyclable home modification.

**The residence**

**Type of residence:**

House

Townhouse

Unit

Villa

Relocatable home

Other

Is the residence part of a:

Lifestyle village

Retirement village

Lifestyle park

Strata title

**Ownership of the residence:**

Owned by the client

Owned by a relative

Rented

Leased

State-owned home

**Please note:** DVA does not provide home modifications to government-owned homes. The responsible state/territory housing agency will modify residences or organise alternative accommodation, in accordance with their own procedures.

**Signature**

**DVA Client to sign this section as homeowner. If the residence is listed in joint ownership, both parties to sign.**

As the DVA Client, I agree to the recommended specifications listed. **By signing this document I am giving permission for the property to be modified. I understand the modification requires approval by DVA before it can proceed.**

**Signature 1**



Date

/ /

**Signature 2**



Date

/ /

**Complete below if the property is rented, leased or part of a village, park or strata title**

**Rented or leased** – the owner or their representative will need to sign the authority below.

**Part of a village, park or strata title** – the operator or body corporate will need to sign the authority below to confirm approval of the works to proceed.

If the property is being rented, the owner/property manager or authorised agent must consent to the installation and provide contact details.

**By signing this document you are only giving permission for the property to be modified. This modification still requires approval by DVA before it can proceed.**

**Name**

**Position**

**Name of village/park/  
leasing group**

**Address**

POSTCODE

**Phone**

[ ]

**Email**

**Signature**



Date

/ /