

Additional Needs Housing Adaptations

From the beginning of April 2007, each Housing Information Centre (HIC) within the UK will have a member of staff trained to deal with additional needs and housing issues. Locations and contact details for HICs can be found on the [Defence Estates website](#)

Families with additional need requirements requesting a move to SFA within the UK should contact the HIC in the area they wish to be housed and to make contact with the additional needs housing advisor.

Where housing adaptations are needed, they are usually carried out after an assessment has been made by a UK based Occupational Therapist. However, as the assessment process can often be lengthy the DE will now accept authoritative evidence of the family's requirements (such as a letter from a GP, paediatrician, or an Occupational Therapist's report from a previous quarter) to enable them to start adapting the new quarter. This new ruling on authoritative evidence is particularly useful for families returning from abroad who have not had access to an Occupational Therapist in an overseas station. However, a visit from an Occupational Therapist will still be necessary if the needs of the family member with a additional need or disability have changed significantly.

The adaptation process can be lengthy as alterations are classed as Incidental New Works and therefore require additional funding. However, the process can start as soon as the family notify DE of their posting.

Families need to make sure that where able they give the housing providers as much time as possible to adapt houses for additional needs considerations. For larger adaptations it can take from 6 - 12 months for completion. The need for an Occupational Therapist's assessment, the MOD financial approvals process and then the adaptations themselves mean that the whole process is extremely time consuming. As an organisation we are working closely with DE (Ops) Housing and MHS to try and simplify this process for families.