

SENIOR CHOICES
Minor Home Modification, Maintenance, and Repair
Services Specification

1.0 Definition

Minor home modification, maintenance and repair is a service which enhances the independence and accessibility and/or improves the health and safety of clients' home environment. Minor home modification and maintenance services are limited to those which cannot be accomplished through existing informal or formal supports, including those programs offered through Community Action Organization, and those which are not the legal or contractual responsibility of a landlord or home owner, other than the **SENIOR CHOICES** Client.

2.0 Unit of Service

2.1 A unit of service is one job order with a unit rate of the price quoted and accepted by the **SENIOR CHOICES** Care Consultant.

2.2 The unit rate shall include the cost of materials, labor, supplies, equipment, administrative costs and applicable fees associated with the job requested.

2.3 A provider shall furnish one or more of the tasks listed in this section.

2.3.1 Minor home modification that includes, but is not limited to:

a. Installation of devices to improve the enrollee's ability to perform activities of daily living, if not provided under home medical equipment and supplies service;

b. Minor interior and/or exterior modification to improve the health and safety of the enrollee; and

c. Enhanced accessibility modification, such as ramp, doorway, etc.

2.3.2 Minor home maintenance that includes, but is not limited to:

a. Inspection of furnace and other heating sources and water heaters;

b. Plumbing and electrical repairs; and

c. Inspection and maintenance of water pumps.

2.3.3 Minor household repair that includes, but is not limited to:

- a. Repair or replacement of screens;
- b. Repair or replacement of broken window panes;
- c. Replacement/installation of electrical fuses.

3.0 Service Specifications

- 3.1 The provider shall obtain owner consent to modify the property. The provider shall ensure that the owner understands that the property will be left in the modified state after the enrollee vacates the premises. The owner's consent shall be in writing.
- 3.2 The provider shall secure all permits required for completing each job order in compliance with all federal, state and local building codes and standards.
- 3.3 The provider shall verify signed and dated authorization (via fax or e-mail) from the Care Consultant for the job prior to commencing work.
- 3.4 The provider shall furnish the Care Consultant with a verbal estimate of service cost to be followed by a written (via fax or e-mail) price quote within seven days of the initial request or in an alternate time period acceptable to the Care Consultant.
- 3.5 The provider cannot bill in excess of the written estimate, unless a written cost revision is authorized by the Care Consultant.
- 3.6 The provider shall inform the client and the Care Consultant of any health and/or safety risk expected during the job; and shall assist the client and the Care Consultant in coordinating time and dates of service to assure minimal risk of hazard to the client.
- 3.7 The provider shall furnish a warranty covering workmanship and materials with the final invoice submitted to the Care Consultant. Invoices will not be paid unless such warranty is provided.
- 3.8 The provider shall obtain client signature and date at the close of the job order, certifying that the work authorized has been completed, property is left in satisfactory condition, and incidental damages are repaired.

4.0 Provider Agency Requirements

- 4.1 Provider must comply with all **SENIOR CHOICES** Conditions of Participation.