

Re-credentialing Requirements

Housing Modifications Complex

Introduction

31 July 2013

The Housing Modifications Complex credential recognises that Equipment and Modification Services (EMS) Assessors require specialised knowledge and training when undertaking assessments with people who have difficulty undertaking activities in their home environment. This knowledge allows the EMS Assessor to provide appropriate advice and recommendations related housing modification solutions.

The EMS Accreditation Framework is managed by Enable New Zealand on behalf of the Ministry of Health (the Ministry).

Once an EMS Assessor obtains a credential under the Ministry's Equipment and Modification Services EMS Accreditation Framework it remains valid for three years from the date of issue (see below regarding re-credential timeframe).

Credentialed EMS Assessors for Housing Modifications (Complex) must hold a current Annual Practicing Certificate.

Process

All EMS Assessors will be allocated a renewal date of either 30 June or 31 December. This renewal date will be calculated dependent on whether the initial credentialing was approved in the first or second half of the year. Within the six months prior to the renewal date of the credential, the EMS Assessor and their supervisor or employer must confirm the minimum requirements for renewal of the relevant credential have been completed.

Re-credentialing requirements (as outlined below) are an internally (assessor service) monitored process. There is no requirement for evidence to be submitted to Enable New Zealand for audit processes.

There is no compulsory requirement to re-complete the EMS core module, however this is a recommendation as updates may have occurred.

It is the responsibility of the EMS Assessor to have available written evidence that demonstrates their meeting of the re-credentialing requirements:

- for their supervisor or employer to endorse re-credentialing
- for auditing purposes (if required), eg evidence of attendance at courses and learning as part of the EMS Assessor's professional development portfolio.

Attestation of meeting re-credentialing requirements will be by the employer via the EMS Assessor online system, go to:

[EMS Assessor Online](#)

Minimum Requirements

Housing Modifications (Complex) Re-credentialing

The following requirements apply to any EMS Assessor wishing to renew the credential irrespective of whether the EMS Assessor is working full or part time.

Housing Modification (Complex) - Assessment requirements	Housing Modification (Complex) - Professional development and training requirements
<p>A minimum of 9 assessments over 3 years for people who have Complex Housing Modification needs.</p> <p>The assessment does not need to result in an application for Ministry of Health funded housing modifications.</p>	<p>EMS Assessors holding the Housing Modification (Complex) credential should have taken all available professional development opportunities over the last 3 year period.</p> <p>Professional development and training can include:</p> <ul style="list-style-type: none">▪ Attendance at relevant conferences with documentation of applied learning▪ Practical training courses and workshops▪ In-depth inservices with documentation of learning objectives▪ Product displays▪ Literature reviews resulting in a presentation to peers at inservice training. <p>The Ministry of Health acknowledges that there have been no nationally available training courses for Housing Modification assessments. In recognition of this the Ministry has developed a comprehensive training package to be provided nationally. Future credentialing (and re-credentialing) requirements for the Housing Modification (Complex) area will require all EMS Assessors to complete this workshop.</p>

Those EMS Assessors unable to meet the re-credentialing requirements (as above) within the required time frame can at anytime in the next three year period be re-credentialed by undertaking the Ministry of Health developed Housing Training workshop.

For further information about the Equipment and Modification Services Accreditation Framework visit: www.disabilityfunding.co.nz/ems-assessors

Or contact Enable New Zealand:

call **0800 17 1981**

email **assessor.info@enable.co.nz**