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| New Picture | **ENAH114** | **MOH HOUSING RTL CHECKLIST**  **moh.housing@enable.co.nz 0800 17 1995** |
|  | | |
| **BASIC Housing Modifications** | | |
| **Please attach the following documents to your Basic Housing Service Request via RTL:**  ENAH102 Housing Modification Concept Sketch – Existing Environment (*Signed*)  ENAH102 Housing Modification Concept Sketch – Proposed Modification (*Signed*)  ENAH103 Housing Modification Schedule Summary  ENAH104 Terms & Conditions – Property Owner Approval (S*igned)*  Quote (*On letterhead*)  **And, if applicable:**  ENAH112 EMS Advice & Outcome Summary  Photos | | |
| **COMPLEX Housing Modifications** | | |
| **Please attach the following documents to your Complex Housing Service Request via RTL:**  ENAH102 Housing Modification Concept Sketch – Existing Environment (*Signed*)  ENAH102 Housing Modification Concept Sketch – Proposed Modification (*Signed*)  ENAH103 Housing Modification Schedule Summary  ENAH104 Terms & Conditions – Property Owner Approval (*Signed*)  **And, if applicable:**  ENAH112 EMS Advice & Outcome Summary  Request for Approval Form for Housing Modifications in a HNZC Home  Photos  **Note:** Enable New Zealand obtains quotes for complex housing modifications. | | |
| **LTS-CHC / EMS & NASC Related Housing Modifications** | | |
| **If applicable, please confirm on your Service Request in RTL that these documents have been considered or completed:**  Report from Behavioural Management Team    EMS and NASC Joint Report for Long Term Support-Chronic Health Condition (LTS-CHC)  **And**  If LTS-CHC client: Please record this in the **Notes** section on RTL. | | |