

Section 4(g) – Vehicle Modifications

Guidance

Modifications to a consumer's vehicle may be provided if:

- They are necessary for an individual to enter or gain *competitive employment**; and
- The transportation needs cannot be met by public transit or other less costly means; and
- The service is part of a long-term plan that will meet the individual's transportation needs after BRS is no longer involved, and
- They are part of an individual's Employment Plan

Counselors should contact the BRS consultant assigned to vehicle modifications as soon as it becomes evident that a vehicle modification is under consideration. The consultant can provide advice and technical assistance through assessment, planning, and procurement of vehicle modification services.

Legal Requirements

- A. Vehicle modifications may be authorized when they are necessary in order for the consumer to enter, maintain or regain *competitive employment**.
- B. Vehicle modifications should be considered only after every other transportation option has been explored and only after it has been determined that vehicle modification is the most cost efficient approach for the consumer and BRS.
- C. Vehicle modifications may only be provided to those consumers who have been determined eligible for vocational rehabilitation services and are entering, maintaining or regaining *competitive employment**.
- D. BRS will not participate financially to equip a vehicle with anything that was available to the consumer as a factory/dealer option at the time the vehicle was ordered and was recommended to the consumer by the Bureau.

- E. BRS may arrange for a thorough mechanical inspection of any vehicle before determining whether or not it is feasible for the vehicle to be modified, remodified or adapted.
- F. BRS financial participation will be as follows:
 - 1. For the first modification for a consumer, up to 100%
 - 2. Remodification of the same vehicle or another vehicle may be provided under the following conditions, provided the consumer has maintained appropriate insurance on the original adaptive equipment:
 - a. If the last BRS-funded modification was within three (3) years and 54,000 miles, BRS will bear none of the cost;
 - b. If it has been more than three (3) years and at least 54,000 miles since the most recent BRS-funded modification, BRS may provide up to 50% of the transfer or remodification. The consumer must bear the cost of the balance.
 - c. If it has been more than five (5) years and at least 90,000 miles since the most recent modification funded by BRS, the Bureau may provide up to the entire cost.
- G. BRS's participation in modifying or adapting a vehicle will be limited to the least expensive type of vehicle modification that will accomplish the goal of enabling the consumer to enter, maintain or regain employment. This will be based on evaluations performed by the BRS vehicle assessment vendor and the Department of Rehabilitation Services' Driver Training Consultant or other entity deemed qualified by the Bureau.
- H. The consumer must cooperate in undergoing evaluation and testing as necessary to determine his/her ability to drive and needs for special equipment and vehicle modification. BRS may deny the provision of vehicle modification services where a consumer fails to cooperate in these evaluations.
- I. Vehicle modification can only be provided in conjunction with and to support the attainment of a specific vocational goal.
- J. The consumer will be solely responsible for basic vehicle repairs and routine maintenance, including special adaptive equipment.
- K. The consumer will be solely responsible for insurance on the vehicle, including any insurance on the vehicular adaptive equipment.
- L. If the consumer or his/her family has entered into negotiations or contracts for services with particular vendors, it will not be binding on BRS to provide services through these vendor(s). Any work that has been initiated or equipment that has been installed or ordered prior to approval under an Employment Plan will not be retroactively authorized by the BRS.
- M. When an individual consumer's needs may not be met by strictly adhering to these policies, the Bureau Director or his/her designee may determine where exceptions will be made.