

## Vehicle Modification Reimbursement

You may be eligible for the reimbursement of costs incurred for vehicle modification. Vehicle modification is limited to modifications to meet a child's special needs upon which eligibility for adoption assistance was approved. Reimbursement is limited once every five years, per family. Vehicle modifications include, but are not limited to the following alterations:

- Door widening
- Lifting devices
- Wheelchair securing devices
- Adapted seats
- Handrails and grab bars
- Door handle replacements
- Air conditioning required due to a child's medical condition.

You must obtain prior authorization from the Permanency Support staff at DHS. The following documentation is **required** before prior authorization can be granted:

- A letter from you with the following information:
  - Name of child for whom vehicle modification is requested.
  - Name of adoptive parent(s).
  - Adoptive parents' address, phone number and email address
  - Description of the vehicle modification.
  - A short description about your child's special needs, and why the vehicle modification is necessary.
- A letter from a medical professional stating how the vehicle modification will meet your child's special needs
- A denial letter from the social service agency in your county of residence stating that you have been denied services for the vehicle modification, and the reason for the denial.
- Two detailed bids for the vehicle modification.