

MND Victoria runs an Equipment Service to help keep people living with Motor Neurone Disease (MND) safe and mobile. Timely provision of equipment at no personal cost to the client has been a mission of MND Vic for over 40 years.

People living with MND wishing to access the MND Victoria Equipment Service must:

- Be registered as a member of MND Victoria
- Be living at home in the community within Victoria
- Agree to and sign this MND Victoria Equipment Service Client Agreement outlining the terms and conditions of access to MND Victoria equipment.
- Have the equipment request placed by a relevant Allied Health Professional (AHP)

Equipment stocked by MND Victoria will be provided on a rental basis as a support to clients of MND Victoria who become NDIS participants. Provision of the equipment must be included in the client's/participant's NDIS plan in the Capital budget as 'Flexible Loan Bundle' or Assistive Technology Hire. MND Victoria claim the MND Flexible loan bundle or hire costs directly through the NDIS portal. MND Victoria is an NDIS registered provider.

Participants over 65 are eligible to receive equipment from the library regardless of Aged Care Package status or other funding sources. Services from the Equipment service are not means tested.

This agreement applies to all Assistive Technology/Equipment provided by MND Victoria.

Equipment Service Client Agreement Form

This agreement is made between MND Victoria Equipment Service, and the client named below:

Client name _____

Client address _____

I understand:

- 1. To be issued with equipment, I must meet the criteria as outlined above.**
- 2. Requests for equipment are only accepted from an Allied Health Professional (AHP).**
The requesting AHP is responsible for ensuring equipment is used safely and correctly and provide required training regarding its use.
- 3. Some low-cost items are issued on a non- retrievable (NR) basis** These are **not required to be returned to MND Vic.**
- 4. MND Victoria is responsible for all preventative maintenance and repairs.**
Any loss, damage, repair or maintenance requirement must be reported immediately to MND Victoria ES.
I acknowledge that only maintenance and repairs authorised by MND will be paid for by MND Victoria.
- 5. MND Victoria does not provide an emergency repair service.**
If a malfunction to MND Vic equipment occurs outside usual working hours, that is likely to put me at risk, then 000 should be contacted to request assistance.
Therapists at the MND clinics have some limited authorisation for repairs during nominated holidays.
- 6. Modifications to MND Victoria equipment items are discouraged however may be considered in exceptional circumstances.** Please request your AHP to contact the Equipment Service to discuss.
- 7. Equipment/AT remains the property of MND Victoria except for items deemed non-retrievable.**

8. If I move into a Commonwealth Government funded or privately funded Residential Aged Care Facility (RACF) I may take some equipment that I currently have on loan, except for equipment required to be provided by a RACF under the Aged Care Act 1997.
9. I need to inform the Equipment Services Team prior to taking equipment belonging to MND Victoria outside of Australia and agree to accept responsibility for the cost should repairs or replacement be required whilst overseas.
10. The requesting AHP and the relevant MND Victoria Advisor will be advised by email that the equipment has been allocated and requested for dispatch. Most deliveries are carried out by the organisations that MND Victoria partner with to manage their equipment stock. They will liaise with clients directly to arrange delivery using the contact details provided on the AHP Equipment Request Form.

I agree:

1. To maintain the equipment in a clean state while in use and prior to its return. I am aware basic maintenance instructions are provided with each item.
2. To advise MND Victoria of any change of address and consult with the Equipment Service Team regarding options for the provision of equipment if I re-locate interstate.
3. To advise MND Victoria when an item is no longer required so MND Vic can organise collection.

Agreement

This agreement is to be signed by the **client** or their **nominated representative** (please circle) and returned to MND Victoria within 2 weeks of receipt.

I, the undersigned, confirm that I have understood the content and intent of this document and agree to abide by it in good faith.

Name of nominated representative
(if signing on behalf of the client)

Signature

Date

Please keep a copy for your records and return the signed copy to:

Email: equipment@mnd.org.au

Post: MND Victoria, PO Box 23, CANTERBURY VIC 3126.

By Hand: Give it to your MND Advisor/Support Coordinator when you see them.

MND Vic Equipment service is open Monday – Friday 9.00am – 5.00pm
(03) 9830 2122 FREECALL: 1800 777 175
equipment@mnd.org.au