

# Reasonable Adjustments Request Form



This form is to be completed by individuals who would like to request reasonable adjustments to enable them to access First Choice Homes Oldham services and/or resources.

More information on the adjustments we can make can be found on our website at [www.fcho.co.uk/reasonable-adjustments](http://www.fcho.co.uk/reasonable-adjustments).

If your request is for an aid or adaptation to your home, you will need to have an Occupational Therapist from the local authority assess your needs first before you complete our Reasonable Adjustments Request Form.

The therapist can see what adaptations are needed to make your home more suitable for your needs.

You can contact the Community Occupational Therapy Team via Oldham Council for an assessment on 0161 770 2300 or **request an assessment online by filling in the form on the Oldham Council website.**

## Returning your completed Reasonable Adjustments Request Form

Please return this completed form via email to [ReasonableAdjustments@fcho.co.uk](mailto:ReasonableAdjustments@fcho.co.uk).

Or by post to:  
First Choice Homes Oldham, First Place, 22 Union St, Oldham, OL1 1BE

For help completing this form or if you have any questions for our team, please call our Contact Centre on 0161 393 7117.

### Your details

Please enter your details below, so we can keep in touch with you about your request for reasonable adjustments.

Full Name:

Address:

Postcode:

Email:

Contact number:

**Please confirm how you would like us to keep in touch with you.**

By post

By email

By telephone

## Your disability or health condition

Please tell us about your disability or health condition so we can understand why you need reasonable adjustment(s) and can make the appropriate arrangements.

## Your reasonable adjustments request

Please tell us which what type of reasonable adjustments you require.

- Tailored communication (eg telephone or letter)
- Information or correspondence in an alternative format (eg large font, coloured paper, Braille)
- Other – Please specify in box below.

**Please tell us more about your request in your own words.**

## Other information

Please provide any other information that may support your request for reasonable adjustments.