

Medical Aids Subsidy Scheme (MASS)
Vehicle Options
Subsidy Scheme
(VOSS) Guidelines

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Overview

The Vehicle Options Subsidy Scheme (VOSS) is aimed at enabling people with a disability, with support from their families and carers to participate further in social and economic opportunities in their community by providing funding options to meet their vehicle access needs. VOSS will only fund modifications and/or accessories for one vehicle e.g. the applicant's primary vehicle. Eligible applicants may choose from a range of options that will enable and enhance their private transport.

VOSS is delivered by the Medical Aids Subsidy Scheme (MASS) on behalf of the Department of Communities, Disability Services and Seniors (DCDSS). For further information see MASS website:

www.health.qld.gov.au/mass

National Disability Insurance Scheme

VOSS will be phased out as the National Disability Insurance Scheme (NDIS) transitions into Queensland from 2016 to 2019. Applications for VOSS one-off subsidies will close three months prior to an area transitioning to NDIS. For information on the NDIS phasing arrangements in Queensland go to:

www.communities.qld.gov.au/ndis

Purpose

VOSS will enable people with disability to improve their private transport access to their communities of choice by providing subsidies for modified vehicle options.

The following VOSS subsidies are available:

- A vehicle purchase subsidy up to \$4,500 to contribute to the cost of a vehicle deemed suitable for modification for the applicant; and
- A vehicle modification and accessories subsidy up to \$4,300 to contribute to the costs of modifying a vehicle specific to the needs of the applicant

OR

- A vehicle purchase subsidy up to \$4,500 to contribute to the cost of a vehicle deemed suitable for modification for the applicant; and
- A modified vehicle subsidy up to **50% of the modification costs of the vehicle modifications and accessories subsidy cap**

AND

- A driver trainer subsidy up to \$400 to contribute to the costs of driving lessons for applicants to learn or relearn to drive a modified vehicle where their disability has a direct impact on development of their driving skills
- A prescriber subsidy up to \$800 to contribute to the cost of professional assessment and prescription by a VOSS prescriber

Principle

VOSS is aimed at supporting people with a disability, their families and carers by subsidising vehicle options which:

- enables improved social, economic and community participation
- facilitates increased independence and employment opportunities
- provides eligible applicants with control and choice on the determination of their options
- supports carers and families in their caring role for people with a disability.

Eligibility

Eligibility for VOSS is aligned with the broader Department of Communities, Disability Services and Seniors (DCDSS) guidelines as set out in the *Disability Services Act 2006*. Further eligibility information is available from the *DCDSS Eligibility Policy 2011* on the department's website.

Eligibility for VOSS subsidies is initially determined by the DCDSS intake and assessment process. Contact 13QGov (13 74 68) if you have not previously completed this eligibility assessment.

The DCDSS eligibility criteria used during this process are:

Criteria 1

You are:

- an Australian citizen or holder of a visa that gives permanent residency rights, or a New Zealand citizen who arrived in Australia prior to 26 February 2001; and
- a Queensland resident; and
- under 65 years of age at the time of application.

Criteria 2

You have a disability that is:

- due to an intellectual, psychiatric, cognitive, (including both congenital and acquired impairments), neurological, sensory or physical impairment (or a combination of impairments); and
- permanent or likely to be permanent (may or may not be of a chronic episodic nature).

Criteria 3

Your disability results in:

- a substantial reduction in capacity (in one or more of the following areas) for communication, social interaction, learning, mobility or self-care/management ; and
- a need for ongoing specialist disability support.

A VOSS application will then be assessed on the basis of clinical need and compliance with these guidelines.

Being assessed as eligible to receive disability support does not mean that an individual will receive VOSS funding.

Ineligibility

Person

- VOSS subsidies are not available to persons entitled to receive assistance for vehicle options from other government-funded programs, agencies or organisations e.g. Job Active, Department of Veterans Affairs (as Gold Card Holders), National Injury Insurance Scheme, (NIIS). For more information on the National Injury Insurance Scheme go to: www.niis.qld.gov.au
- As the NDIS rolls out across Queensland, people residing in transition locations will become ineligible to apply for VOSS subsidies. The NDIS rollout schedule is available at www.communities.qld.gov.au/ndis

The following table shows the dates when VOSS applications will be no longer be accepted in each location:

NDIS TRANSITION LOCATIONS	FINAL DATES FOR RECEIPT OF CAEATI AND VOSS APPLICATIONS
Townsville, Hinchinbrook, Burdekin, west to Mount Isa, and up to the Gulf	Closed
Mackay, Isaac and Whitsundays	Closed
Toowoomba and West to the Border	Closed
Ipswich, Lockyer, Scenic Rim and Somerset	Closed
Bundaberg	Closed
Rockhampton, Gladstone and West to the Borders	Closed
Logan and Redlands	Closed
Cairns, Cassowary Coast, Tablelands, Croydon, Etheridge, Cape York and Torres Strait	Closed
Brisbane North and Brisbane South	Closed
Fraser Coast, North Burnett, South Burnett and Cherbourg	Closed
Gold Coast and Hinterland	Closed
Strathpine, Caboolture, Sunshine Coast, Noosa and Gympie	30 September 2018

Note: People requiring equipment in the above areas after the listed dates, or if applications have closed, should contact the NDIS at: www.ndis.gov.au

Exclusions

- VOSS funding is not available for vehicles (1) owned by organisations or (2) intended for use or used for business or commercial purposes or (3) intended to be leased.
- VOSS funding is not available retrospectively and as such, purchase of a vehicle or modifications including deposits, is not to occur until the application has been considered by VOSS. If successful, the applicant will be provided with an Approval in Principle document.
- VOSS funding for vehicle purchase is not available for the sole purpose of enabling a family to buy a bigger or newer vehicle i.e. the request for a vehicle is not to cater for the size and needs of the family.
- VOSS funding is not available for modification of a second vehicle for use by the same applicant.
- VOSS funding is not available to contribute to vehicle running costs such as registration, insurance, statutory charges.
- VOSS funding is not available for passengers if they reside in shared accommodation with paid support staff.

Further Information

- VOSS funding is only available for passengers if they reside with a family member or carer who is the intended owner and driver of the funded vehicle. Employed carers are not able to be the principal drivers of a VOSS funded vehicle.
- VOSS funding can be considered where the vehicle purchase and/or modifications are specific to one individual applicant who meets all VOSS criteria. The vehicle must be housed at the applicant's residence and be for his/her exclusive use. Joint ownership of a VOSS funded vehicle is only available to related applicants who live together and share the use of the vehicle. It is not available for unrelated applicants who live in shared accommodation with paid support staff.

Compensation Recipients

If an applicant has made a compensation claim or has received a compensation payment, the existing MASS arrangements apply. For information about these arrangements, contact MASS on phone number 1300 443 570 or Email: MASS-VOSS@health.qld.gov.au

If an applicant has received a compensation payment they are required in accordance with Part 8 - Division 3 of the *Disability Services Act 2006* to inform DCDSS of the:

- type of compensation action taken, if action has been taken to claim an amount relating to the disability;
- amount and date of any settlement that has been paid; and
- amount that relates to future care; if part or all of the amount relates to future care.

Documentation that DCDSS requires to be completed by individuals or their nominated representatives in relation to this matter can be accessed from: www.communities.qld.gov.au/disability/support-and-services/disability-information-and-support/policies/notification-about-compensation-relating-to-disability-form-8

Subsidised Service Options

Subsidised Service Options

- Funding is aimed at contributing to a range of identified needs to enable vehicular access.
- The subsidy is not expected to cover the full cost of the vehicle or modification options for people with a disability.

VOSS funding for each eligible applicant will not exceed a cumulative total of up to \$10,000 over a five (5) year period from the date of the applicant's first payment. The subsidies may be available individually or simultaneously. All subsequent applications will be subject to further VOSS approval.

Set subsidy payments as outlined below may contribute towards the cost of:

- the purchase of a suitably modified vehicle (within the VOSS guidelines)
- the purchase of a vehicle, deemed suitable for modification to facilitate the vehicular access to an eligible person with disability.
- modifications to a vehicle to enable a person with disability to be the operator
- modifications to a vehicle for a person with disability to travel as a passenger in a vehicle operated by a family member or carer who lives with the person who will be the passenger
- lessons for an eligible applicant, as identified by the VOSS prescriber to learn to drive a suitably modified vehicle
- lessons for an applicant where their disability has a direct impact on development of driving skills
- a VOSS prescription by a VOSS prescriber that includes professional assessment and prescription of vehicle access options, as outlined in the VOSS guidelines

Medical Aids Subsidy Scheme (MASS) – Vehicle Options Subsidy Scheme (VOSS) Guidelines

Allocation of Subsidy	Explanation	Amount
Purchase of a vehicle	Contribution towards the cost of a vehicle deemed suitable for modification to enable disability access for the eligible applicant.	Up to \$4,500
Purchase of already modified vehicle	Contribution towards the cost of a vehicle that has modifications in place that meet the needs of the VOSS applicant as outlined in a VOSS assessment.	Up to 50% of the cost of the modification and accessories (up to the subsidy cap of \$4,300) plus the vehicle purchase subsidy of \$4,500
Vehicle modification and accessories	Contribution towards the cost of vehicle modification to facilitate access to a private vehicle specific to the identified needs of the eligible applicant.	Up to \$4,300
Driver Training	Contribution towards the cost of driving lessons for the eligible applicant to work with a suitably qualified professional to learn to drive a modified vehicle, or to assist an eligible applicant where their disability has a direct impact on development of driving skills.	up to \$400
Prescription from VOSS prescriber	Contribution towards the cost of professional assessment and prescription from a registered VOSS prescriber.	up to \$800

Purchase of a Vehicle

VOSS applicants are required to seek advice from their VOSS Prescriber and Vehicle Modifier before purchasing a vehicle and MUST demonstrate why the existing vehicle is no longer appropriate or requires replacement.

Vehicles must be purchased for the purpose of, and be suitable for, modifications to suit the applicant's functional needs. Some vehicle models are more suited than others to modifications or may have features that are better suited to the applicant's specific personal needs.

Applicants will need to consider the additional costs associated with vehicle purchase and ensure that their budget can accommodate these costs. Costs including financing payments, fuel, servicing, tyres, registration and insurance are not to be met through VOSS.

Be aware that older vehicles may not be eligible under the VOSS criteria for purchase of vehicles. Selecting the most suitable vehicle can make the modification easier, cost less and not compromise the vehicle's original safety features.

A VOSS subsidy for the purchase of a vehicle may be considered where these conditions are met:

- The vendor is a licensed motor vehicle trader under the *Property Agents and Motor Dealers Act 2000*
- The vehicle is less than 10 years old AND has covered less than 160,000 kilometres. Applications for vehicles outside these parameters will require independent inspection by an agent such as RACQ or equivalent confirming the condition of the vehicle is suitable for VOSS purchase.

Exclusions for Vehicle Purchase

- Vehicles which are not modified or intended to be modified to meet the applicant's functional needs.
- Replacement of a vehicle written off in an accident. Replacement is the responsibility of the vehicle owner and insurer.
- Provision of a larger/newer vehicle to accommodate the size of the family.
- Vehicles to carry smaller mobility devices such as strollers, wheeled walking aids and portable power chairs, including those that can be dismantled.

Warranty cover

Most vehicles sold from a licensed dealer will come with a statutory warranty for up to three months. The dealer may also offer additional warranty for an extra cost. Make sure you are satisfied with the terms and conditions of any offered warranty before agreeing to it.

More information

For a more comprehensive list of things to check for when buying a vehicle, follow the link to:

www.racq.com.au/cars-and-driving/cars/buying-a-car/ten-tips-for-buying-a-car

Modification Subsidy

A wide variety of modifications are funded by VOSS. Vehicle modifications may fall into two categories, modifications and accessories.

- **Modifications** are adjustments that significantly alter the vehicle's occupant space, entry/exit apertures and the vehicle's sub and superstructure. For the purpose of vehicle access options a vehicle modification is defined as any changes to the original build of the vehicle. Examples of modification include the installation of ramps or hoists, lowering the vehicle floor, altering the roof height to accommodate a passenger or wheelchair.
- **Accessories** are defined as removable devices with minimal intrusion to the vehicle's occupant space structure or other control systems. Examples of accessories include hand controls, passenger postural supports, or the installation of special steering/brake/accelerator control systems.

Subsidies may include but are not limited to the following vehicle modifications and accessories:	<ul style="list-style-type: none"> • mobility aid hoists and ramps • wheelchair tie-down and occupant restraint systems • lowering the floor of the vehicle • altering the roof height
Subsidies may include but are not limited to the following accessories:	<ul style="list-style-type: none"> • driver hand controls • person access hoists • roof mounted wheelchair loaders • vehicle mounted personal lifter • swivel seats • additional grab rails and steps for transferring • anchor points • wheelchair ramps - portable • occupant restraints for the transport of children and adults with a disability • disability specific car seats or restraints • wheelchair stowage devices • boot mounted hoists/cranes for loading and stowing an unoccupied mobility device/stroller • steps and handgrips to facilitate vehicle transfers • custom trailers or scooter racks to transport an unoccupied mobility device

Exclusions for Vehicle Modifications/Accessories

- Modifying a vehicle where there are already commercially available vehicles that will meet the applicant's needs e.g. lower, higher or larger vehicles, vehicle with wider door openings or vehicles with larger cargo spaces.
- A second set of modifications to any vehicle within the five (5) year period, unless there has been clinically assessed changes identified by a VOSS prescriber.
- Modification of a second vehicle for the same applicant.
- Items generally available for purchase for more common use including rear vision cameras, and rear parking sensors, global positioning system devices, mirrors, cruise control, window tinting and standard trailers.
- Modifications involving transmission conversions.

Pre-modified vehicle subsidy

Assessment of a VOSS subsidy towards the cost of a modification already in place in a vehicle will require an independent valuation from a VOSS modifier. The VOSS subsidy will then be determined as 50% of the evaluation*.

For example: A vehicle that is already modified is valued at \$20,000. The VOSS modifier values the modification at \$4,000. The VOSS subsidy is calculated at \$2,000 for the modification and \$4,500 for the vehicle purchase; totalling \$6,500 subsidy.

As part of the VOSS assessment process applicants will be assessed by a VOSS prescriber to determine the most appropriate and safe modification or combination of modifications to best suit the applicant's needs.

*up to the maximum Vehicle Modification Subsidy

Exclusions for Pre-modified vehicles

- Modifications that do not comply with Transport Operations: *Road Use Management - Vehicle Standards and Safety Regulation 2010* and Transport Operations: *Road Use Management - Vehicle Regulation 2010*
- Items generally available for purchase for more common use including rear-vision cameras and rear parking sensors, global positioning system devices, mirrors, cruise control, window tinting and standard trailers
- Modifications involving transmission conversions

Ongoing Repairs, Maintenance and Insurance

On purchase of a vehicle, completion of a vehicle modification, and payment of the agreed subsidy by VOSS, the applicant assumes ownership of the modification. The applicant is responsible for ongoing maintenance and repairs relating to the vehicle and modifications including liaison with suppliers about any warranty provisions. VOSS does not fund insurance for vehicles or any further vehicle modification/s. It is recommended that the vehicle owners have suitable insurance cover to include the vehicle modification. VOSS applicants are also responsible for notifying their insurer of any modifications made to their vehicle.

Department of Transport & Main Roads

All vehicle modifications must comply with all applicable standards and regulations including Transport Operations: *Road Use Management - Vehicle Standards and Safety Regulation 2010* and Transport Operations: *Road Use Management - Vehicle Regulation 2010*. Where applicable, compliance with ‘Australian Design Rules’ and relevant Australian and New Zealand Standards is also mandatory.

Where a vehicle modification is carried out according to a code of practice, the modification must be certified and approved according to that code of practice. The Approved Person must hold the appropriate modification code for the modification being approved.

Applicants are to refer to the *Queensland Code of Practice Vehicle Modifications Version 3 – February 2018* and *Vehicle Standards Bulletin 6* for information on Queensland Transport requirements relating to modifications. For more information go to:

www.tmr.qld.gov.au/Safety/Vehicle-standards-and-modifications/Vehicle-modifications/Light-vehicle-modifications

And to:

www.nhvr.gov.au/safety-accreditation-compliance/vehicle-standards-and-modifications/vehicle-standards-bulletin-6

Where a vehicle modification is likely to be outside the code of practice, approval to modify must be sought from the Department of Transport & Main Roads (TMR) before the commencing the modification.

For applications outside a code of practice, applicants must submit F1854 ‘Vehicle Modification’ form located at: www.support.transport.qld.gov.au/qt/formsdat.nsf/qtforms/QF1854/

Approval in Principle

An ‘Approval in Principle’ will be issued once VOSS has endorsed the application for vehicle modification and/or vehicle purchase. The ‘Approval in Principle’ process is designed to provide applicants with confirmation of subsidy funding to assist the negotiation with vehicle sellers and modifiers. Approval in principle however does not diminish the applicant’s responsibility to ensure that the vehicle and its modifications meet the various statutory requirements stated above. The applicant’s VOSS prescriber and VOSS modifier will be able to assist with determining a vehicle’s suitability for the proposed modification.

No payment (e.g. deposits) are to be made prior to an applicant receiving a formal ‘Approval in Principle’.

VOSS Assessment and Application Process

1. To be able to access any subsidy through VOSS, the applicant needs to be confirmed as eligible for specialist disability services provided by the Department of Communities, Disability Services and Seniors (DSDSS). The applicant contacts their closest DCDSS service centre and requests an intake and assessment process occur to determine eligibility to apply for VOSS subsidy funding. DCDSS will provide eligible applicants with a letter including a BIS number.
2. Once confirmed as eligible, applicants need to make contact with MASS to access a list of VOSS prescribers who will be able to assist the applicant to complete the VOSS application process.
3. The VOSS prescriber selected by the applicant is to work alongside the applicant to engage in an assessment of their vehicular access needs – either as a passenger or driver. It is the applicant's responsibility to organise their assessment with a VOSS prescriber and liaise with them with respect to any assessment and vehicle selection.

Note: Applicants learning to drive a modified vehicle or returning to driving will be required to engage with their treating specialist or general practitioner and may be referred for a driving assessment. A driving assessment is performed by an Occupational Therapist who has completed specific training and is qualified to undertake this assessment of people requiring a driver-related vehicle modification.

4. When conducting the assessment the VOSS prescriber should ensure the most appropriate and cost-effective vehicle and/or vehicle modification is recommended to meet a person's need. The VOSS prescriber must consult with a VOSS modifier (who is also on a list held by MASS) with respect to prescribed vehicle modifications. The VOSS prescriber and the VOSS modifier are to support the applicant in choosing a vehicle for modification, and are to assure themselves that the most appropriate and cost-effective vehicle for modification has been selected.
5. It is the responsibility of the VOSS prescriber, in liaison with the applicant and the VOSS modifier, to ensure all VOSS documentation (including quotes and modification plans) is supplied, completed and then submitted to MASS as required.

Note: The MASS 40 VOSS Driver application may only be submitted by a Driver Trained prescriber.

6. MASS will assess the application and determine whether the VOSS prescriber has provided adequate clinical justification for the type of vehicle purchase and/or modification required and the applicant's suitability for a subsidy. Applications for extraordinary consideration will be considered by the Director, MASS.
7. On approval of the application, MASS will return a copy of the VOSS 'Approval in Principle' to the applicant, to confirm an in-principle agreement for prescribed vehicle purchase and/or modification subsidy, and funding amounts. This must be provided prior to any payment being made by the applicant that may attract a subsidy.

VOSS Assessment and Application Process cont...

8. MASS will issue the VOSS modifier/vendor a purchase order, to begin the requested purchase and/or modifications. The applicant, VOSS prescriber and VOSS modifier will then work together to complete purchase and/or modifications.
9. Upon completion, delivery and acceptance of the vehicle purchase and/or modification by the applicant, the VOSS prescriber and the VOSS modifier, the Tripartite Agreement must be signed by all three parties, stating they are in agreement and satisfied with the requested purchase and/or modifications and any gap in funding will be met by the applicant. When signing the VOSS Tripartite Agreement, the VOSS prescriber and VOSS modifier should be satisfied that the most appropriate and cost-effective vehicle for modification has been selected. This document is forwarded to MASS and will enable MASS to progress with the relevant VOSS subsidy funding payments.
10. Notification will be sent to the relevant parties when payment of approved VOSS subsidy funding has been completed..
11. Vehicle needs to be purchased and modifications made within six (6) months from date of application approval.

It is important for applicants and professionals to note that:

- Incomplete application forms will be returned to the applicant/prescriber and will remain the property and responsibility of the applicant/prescriber until completed. This may result in processing and delivery delays for applicants.
- Payment to VOSS prescribers will only be made on approval of the application. VOSS prescribers will not be paid a prescriber fee for an unsuccessful application.

All VOSS applications must follow the process outlined in the Guidelines and be approved before funding is made available.

VOSS prescribers and VOSS modifiers

MASS maintains a list of state wide prescribers that applicants must choose from as part of the application process.

VOSS prescribers are to be an allied health professional (occupational therapist, physiotherapist, rehabilitation engineer, driving ergonomist), who is registered with their respective professional body. It is preferable that prescribers also attend a VOSS information session.

Vehicle modifiers are to be private businesses with expertise in disability specific vehicle modifications. Vehicle modifiers undertaking modification work that require certification must be registered with TMR as an Approved Person or have business affiliation with an Approved Person for any modification work requiring TMR certification from an Approved Person.

Further information on the Approved Persons Scheme can be found at:

www.tmr.qld.gov.au/Business-industry/Accreditations/Approved-Person-Scheme.aspx

Roles and Responsibilities

MASS

- Central point of information on the VOSS process and applications
- Ensure easy access to all VOSS stakeholders
- Monitor, appraise, approve application
- ‘Agreement in Principle’ to modifier/applicant/prescriber for vehicle purchase
- Arrange relevant subsidy payments
- Ongoing education opportunities for prescribers
- Seek appropriate professional advice to review applications, including convening VOSS Advisory Panel
- Continuous improvement to the VOSS business process
- Develop, deploy, monitor and report on a set of key performance indicators.

Applicant/Carer

- Direct the VOSS process including key choices on VOSS prescriber and VOSS modifier
- Supply information as required to confirm DCDSS eligibility
- Engage listed VOSS prescriber
- Participate in the VOSS process
- Demonstrate why the existing vehicle is no longer appropriate or requires replacement
- Participate and sign the Tripartite Agreement
- Comply with any relevant approval process of TMR as advised by VOSS modifier
- Agree to fund any gap after VOSS subsidy funding
- Negotiate payment arrangements for the prescriber if the application is not successful
- Agree to manage ongoing ownership details (registration, insurance, maintenance)

Listed VOSS prescriber

- Confirm the source of payment with the applicant prior to assessment. Additionally once the funding limit has been reached, the prescriber is required to source payment for any outstanding prescriber costs from the client.
- Negotiate prescriber payment arrangements with the applicant if the application is not successful.
- Undertake training on the VOSS process (i.e. through webinar or information sessions when available)
- Advise VOSS when an applicant makes contact to request a VOSS assessment
- Complete a professional assessment, identify goals and probable costs that will be incurred
- Discuss options with applicant including any further assessments that may be required
- Identify most cost effective modification
- Complete relevant VOSS documentation
- Liaise with VOSS modifier and obtain quote
- Select a VOSS modifier from the TMR Approved Persons list, in consultation with the applicant, to undertake the recommended modifications
- Participate in and sign Tripartite Agreement

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- Inspect completed modification and send Certificate of Completion to VOSS
- Facilitate training of applicant/carer on use of the modification
- Engage in VOSS information sessions for quality service delivery
- Invoice VOSS on completion of the successful VOSS application (an interim payment to prescribers at the time the application is approved may be considered on request to MASS)

It is essential that the prescriber confirms the applicant's eligibility and only submits an application that complies with the VOSS guidelines for items that are subsidised by VOSS and aligned with the applicant's disability needs, not medical needs.

Listed VOSS modifier

- Liaise with applicant and VP and develop quote
- Provide details of costs to be incurred by the applicant (if applicable)
- Install modification as per quote and Tripartite Agreement
- Sign off completion as per legislation & VOSS requirements
- Confirm that legal requirement of modifications are met
- Engage with TMR to confirm modification has endorsement

Department of Transport & Main Roads

- Licensing of applicants
- Registration of vehicles
- Processing approval of modifications

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VOSS Glossary

AP	Approved Person
‘Approval in Principle’	A document issued by MASS-VOSS once an application is approved
Assessment	Process where a VP assesses the applicants need for driving lessons, vehicle modifications, alternate transport needs
DCCSDS	Department of Communities, Child Safety and Disability Services
DCCSDS Support Linker	Links applicants with service providers
Driver Training	Driver lessons or instruction on Learners Permit
TMR	Department of Transport & Main Roads
GP	General Practitioner
‘In Principle Approval’	Pre-approval from QTMR to modify a vehicle
Intake & Assessment	Initial DCCSDS registration and assessment of need
MASS	Medical Aids Subsidy Scheme
Modification	The altering of a vehicle to suit user requirements
OT	Occupational Therapist
Passenger Postural Support	A device used to maintain a passengers posture
Prescription	Process where an VP prescribes the required modifications
VM	Listed VOSS Modifier
VP	Listed VOSS Prescriber
Vendor	Registered VOSS Vendor
VOSS	Vehicle Options Subsidy Scheme
VOSS Certificate of Completion	An agreement between the application, the VOSS prescriber and VOSS modifier that any modifications have been completed and comply with the VOSS prescriber prescription and confirm applicant satisfaction
VOSS Tripartite Agreement	A formal agreement between MASS, the VOSS modifier and the VOSS applicant