

## Summary

### Objective

The purpose of trialing equipment is to ensure that it meets the client's injury-related needs before the item is purchased. Complex list ACC equipment items and non-list items can be trialed, if required.

The assessor will confirm the need for a trial of the equipment on the ACC96 Equipment order form or by placing an order online via the MRES supplier's website.

If trialed and suitable, ACC will purchase the equipment.

**Owner**      **Name withheld**

**Expert**      **Name withheld**

## Procedure

### 1.0 Before the trial:

#### a The Assessor will:

- confirm the need for a trial of the equipment on the equipment request
- determine with the equipment supplier if the Non-List equipment item is available for trial before submission of the equipment request to the Supplier; and
- obtain a quote from the equipment supplier for any Non-List equipment items and submit this quote with the equipment request to the Supplier
- advise the ACC Recovery Team Member of the intended equipment trial.

The Supplier will:

- review the request and have their professional advisory service review the Complex and Non-List equipment request
  - seek approval from ACC to commence with the equipment trial
  - confirm with the Assessor the most cost effective and recommended equipment solution to trial
- Note: If this recommended solution differs from the initial ACC96 equipment request, the Assessor must re-submit a revised ACC96 equipment request to reflect the decided recommendation.
- arrange the equipment for trial with the equipment supplier. The equipment supplier will then contact the assessor and/or the client to arrange for delivery of the trial equipment.



Assessment and Equipment Ordering Service Page

### 2.0 During the trial:

#### a Equipment can be trialed for up to 20 working days from the date all equipment is received and set up for use.

The assessor should visit the client as soon as possible once the equipment is delivered to set it up for the client and to assess the appropriateness of the equipment to meet the client's injury related needs.

**NOTE** - bathing or personal care equipment should only be trialed on dry-runs.

### 3.0 If a further trial period is required

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- If a further trial period is needed, the assessor can request a trial extension of an additional 20 working days.

Accessable notifies the equipment supplier of any extension to a trial.

### 4.0 After the trial:

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- The Assessor must advise the Supplier whether the outcome of the trial was successful.

### 5.0 If the trial is successful:

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- The Supplier will notify the ACC Recovery Team Member that the trial has been successful and request a purchase order if ACC intends to proceed with the purchase of the equipment. Final costs and codes will be provided by the Supplier for inclusion in the purchase order.

### 6.0 If the trial is unsuccessful:

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- The Assessor must advise the Supplier and the ACC Recovery Team Member that the equipment trial was unsuccessful.
  - The Supplier will arrange the collection and return of the equipment to the supplier.
  - Equipment should be returned without delay and in the condition that it was received.