# Home Usability Plan (HUP)

The Home Usability Plan is a form that will help you find strategies for solving usability problems within your home. The questions in this form will also help you locate the resources you have available to you as well as help identify potential barriers you may face in taking on your home usability problems. These questions can help you identify home usability problems within your home and develop usability goals to address those problems.

Feel free to complete this form on your own. However, it may be helpful for you to work through these questions with a specialist at your local Center for Independent Living (CIL). A CIL specialist can help you identify resources in the local community that can help you meet your usability goals. Your local CIL maintains a list of organizations, individuals and businesses that are interested in helping people like you solve their home usability problems. This group of individuals is called the Home Usability Network. You can learn more about Centers for Independent Living and the Home Usability Network at this [website](http://useablehome.ri.umt.edu/self-advocacy-for-home-usability/introduction/).

If you are working with a CIL specialist, it might be helpful to arrange a home visit. The CIL specialist you have been working with would come and visit you in your home and help complete this form. A home visit allows for a more in depth conversation about the usability issues indicated on your Home Usability Survey and to identify any additional issues. Be sure to take detailed notes and describe your experiences the best that you can. If you are willing, photos can be very helpful.

Once this form is completed move on to the work plan. This work plan will help outline the specific steps that need to be taken to address each usability issue. For the work plan you can also work with the CIL staff to outline tasks and indicate who will be responsible.

## Background Information:

**Do you rent or own your home?** Rent [ ]  Own [ ]

 **If you rent, is the amount you pay based on your income?** No [ ]  Yes [ ]

**Which best describes the building you currently live?**

Single family home / House [ ]

Townhome or Condominium [ ]

Duplex or Triplex [ ]

Apartment building with 4 or more units [ ]

[ ]  Other:

**To the best of your knowledge, how old is your home?**

**How many people are in your household?**

**Should any of these people be involved in planning usability changes in your home?** No [ ]  Yes [ ]

 **If yes, who?**

**Do you receive Medicaid?** No [ ]  Yes [ ]

**Are you a veteran?** No [ ]  Yes [ ]

**Is this your first apartment or house (apart from living with family or in a nursing facility)?** No [ ]  Yes [ ]

**Do you plan on moving in the near future?** No [ ]  Yes [ ]

 **If yes, when and why?**

**Have you made or attempted to make changes or modifications to your home?**

No [ ]  Yes [ ]

 **If yes, what?**:

**From the list below, please check which skills you have confidence in.**

I have confidence that I…

Can pay my rent on time [ ]

Can manage my money and budgeting [ ]

Have employment experience [ ]

Have confidence asking for things I need [ ]

Can manage my self-care needs (like dressing and bathing) [ ]

Have the support of family and friends [ ]

Can clearly communicate with others [ ]

Can manage basic home maintenance [ ]

Have access to transportation [ ]

Can manage my time [ ]

Can manage basic housekeeping (like cleaning) [ ]

Can cook and prepare my meals [ ]

Can manage the household shopping [ ]

Can do the laundry [ ]

Can participate in my recreation and leisure interests [ ]

Other [ ] , Please describe:

**Is there anything from the list above that you have difficulty with?**

## Home Usability Problems

If you haven’t already, visit the website and complete a brief self-assessment. The assessment and some resources for helping you identify home usability problems can be found in the section titled “[How Usable is My Home?](http://useablehome.ri.umt.edu/how-usable-is-my-home-2/)” Write down the usability problems you identify in the table below.

Next, review the grading scale below. For each usability problem in your list, indicate a grade from A (80-100%) to F (0-20%) Use the space in the comments column to add any additional information. Using this grading scale will help to identify which usability issues are of the highest priority. Think about the pros and cons of taking on each problem.

You may want to complete this form while working with a CIL specialist. They can help you identify the home usability problems you would like to work on. They can even work with you to set up a home visit to further identify home usability problems.

For example, a usability problem may be graded an F because it is completely unusable however, it might be a very expensive and time consuming project. It may make sense to start with a smaller problem first and then once you have developed a relationships with the HUN move on to the larger problem.

### **Grading Scale:**

**A (80-100%)**

Completely Usable: Have no difficulty using the feature and using the feature presents no safety risk and requires no more exertion than typically required.

**B (60-80%)**

Usability Concern: Have slight difficulty using the feature and must use somewhat more exertion than is typical. Little to no safety risk is presented.

**C (40-60%)**

Minor Usability Problem: Have difficulty using the home feature and/or must exert themselves significantly to do so.

**D (20-40%)**

Usability Problem: Have difficulty using the home feature and using the feature presents some safety risks.

**F (0-20%)**

Major Usability Problem: Have difficulty using or cannot use the feature and/or using or attempting to use the feature presents a significant safety risk.

### **Grade your problems:**

List your home usability problems, give them a grade and provide any extra information you believe is relevant.

Problem 1:       Grade:       Extra Information:

Problem 2:       Grade:       Extra Information:

Problem 3:       Grade:       Extra Information:

Problem 4:       Grade:       Extra Information:

Problem 5:       Grade:       Extra Information:

Select a usability problem from above to be addressed from above:

Provide a detailed Description of the problem**:**

**PHOTOS:** With permission, attach photos of the usability problem to this document. This will help illustrate the problem if you are working with the HUN.

**Home Usability Goal:** Your home usability goal sets the stage for how you are going to address the home usability problem that you selected from the list above. Check out the website for some advice on setting [SMART home usability goals](http://useablehome.ri.umt.edu/self-advocacy-for-home-usability/introduction/home-usability-goals/):

**Personal Resources for Home Usability Planning**

*Financial:* how much money do you have available to help cover the cost of any home usability solutions?

*Social*: What social resources do you have available to help out with this process? This includes friends and family who would be willing to volunteer time, money, and/or skills to help with addressing the usability problems in your home. Are you involved with any religious or community organizations?

**Potential barriers to improving Home Usability**: Use this space to write down anything that could make addressing this usability issue difficult. For example you may be nervous about discussing a potential modification with a landlord or property management company, or finding money to pay for the change may be a barrier.

Spend some time thinking about how to manage these barriers and be sure to include them in the home usability plan.

**Home Usability Network Resources**: If you are working with a CIL specialist and the Home Usability Network (HUN) discuss who from the home usability network could be brought in to help work on your home usability goals?

## Home Usability Work Plan

We suggest completing a Home Usability Work Plan to help guide you through the process of completing your home usability goal(s). Below you will find space to write down the home usability goal you wish to focus on. Then you can outline your objectives for addressing the issue, determine actions steps to meet those objectives, identify members of the Home Usability Network (if working with the HUN) who could help with these steps, indicate who is responsible for each step and finally, set a target date for completion. There is no need to outline action steps for every objective all at once. Rather, it may be best to tackle the objectives one at a time. Big problems may seem daunting at first and taking things one step at a time and celebrating even the small successes will help you achieve your usability goals!

First, review this example work plan to help you get started. Then, complete your own work plan for your usability goal.

### **EXAMPLE**

Usability Goal: Install grab bars for the toilet

Objective 1: Assess feasibility

| **Action Steps** | **HUN Members** | **Who’s****Responsible** | **Target Date** |
| --- | --- | --- | --- |
| 1. Determine infrastructure needs | Contractor | Me/Consumer | 7/05 |
| 2. Determine cost of equip. and install | Contractor or equipment specialist | Me/Consumer | 7/10 |
| 3. Determine usability for consumer | Occupational Therapist | Me/Consumer | 7/15 |

Objective 2: Raise funds if necessary

|  **Action Steps** | **HUN Members** | **Who’s****Responsible** | **Target Date** |
| --- | --- | --- | --- |
| 1. Identify potential funding sources | Donation | CIL Staff | 7/20 |
| 2. Make funding request | NA | Me/Consumer | 7/20 |
| 3. Secure funding and procedures | CIL staff | CIL Staff | 7/25 |

Objective 3: Install equipment

| **Action Steps** | **HUN Members** | **Who’s****Responsible** | **Target Date** |
| --- | --- | --- | --- |
| 1. Purchase equipment | Equip rep | Me/Consumer | 7/25 |
| 2. Prepare site for installation | Contractor | Me/Consumer | 7/30 |
| 3. Install equipment | Contractor | Me/Consumer | 8/01 |

Objective 4: Test usability

| **Action Steps** | **HUN Members** | **Who’s****Responsible** | **Target Date** |
| --- | --- | --- | --- |
| 1. Test usability | OT | Me/Consumer | 8/01 |

### **Blank Work Plan**

Complete this plan outlining your own objectives and action steps in order to work toward you home usability goal.

Usability Goal:

Objective 1:

| **Action Steps** | **HUN Members** | **Who’s****Responsible** | **Target Date** |
| --- | --- | --- | --- |
| 1.       |       |       |       |
| 2.       |       |       |       |
| 3.        |       |       |       |

Objective 2:

| **Action Steps** | **HUN Members** | **Who’s****Responsible** | **Target Date** |
| --- | --- | --- | --- |
| 1.       |       |       |       |
| 2.       |       |       |       |
| 3.        |       |       |       |

Objective 3:

| **Action Steps** | **HUN Members** | **Who’s****Responsible** | **Target Date** |
| --- | --- | --- | --- |
| 1.       |       |       |       |
| 2.       |       |       |       |
| 3.        |       |       |       |

Objective 4:

| **Action Steps** | **HUN Members** | **Who’s****Responsible** | **Target Date** |
| --- | --- | --- | --- |
| 1.       |       |       |       |
| 2.       |       |       |       |
| 3.        |       |       |       |