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**.

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.

<u>Background information:</u>

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 in?

☐ 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/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/modifications to your home?

☐ no ☐ yes

     If yes, describe?:_____

     _____

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

I have confidence that I….

- ☐ can pay rent on time

- ☐ can manage my money and budgeting

- ☐ have employment experience

- ☐ have confidence asking for the things you 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: _____

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?" 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.

A (80-100%)	B (60-80%)	C (40-60%)	D (20-40%)	F (0-20%)
Completely Usable	**Usability Concern**	**Minor Usability Problem**	**Usability Problem**	**Major Usability Problem**
Have no difficulty using the feature and using the feature presents no safety risk and requires no more exertion than typically required.	Have slight difficulty using the feature and must use somewhat more exertion than is typical. Little to no safety risk is presented.	Have difficulty using the home feature and/or must exert themselves significantly to do so.	Have difficulty using the home feature and using the feature presents some safety risks.	Have difficulty using or cannot use the feature and/or using or attempting to use the feature presents a significant safety risk.

Record your usability problems in the table and the grade the problem using the above scale. Then, after discussing the problems you have identified with the CIL specialist, choose a problem to focus on.

Usability Problem	Grade	Notes
1.		
2.		
3.		
4.		
5.		

Select a usability problem 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**:

_____

_____

_____

_____

Personal Resources for Home Usability Planning

Financial: how much money do you have available to help cover the costs of any home suability 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

The form below will help guide you through the process of completing your home usability goal(s). In the column on the left write down the home usability goal you wish to focus on. Next, outline your objectives for addressing the issue and determine actions steps to meet those objectives. You can identify members of the Home Usability Network who could help with these steps, indicate who is responsible for each step and finally, set a target date for completion. 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!

Example work plan:

Usability Goal	Objectives	Action Steps	HUN Members	Responsible	Target Date
1. Install grab bars for the toilet	1. Assess feasibility	1. Determine infrastructure needs	Contractor	Cons	
		2. Determine cost of equip. and install	Equip rep	Cons	
		3. Determine usability for consumer	OT Eval.	Cons	
	2. Raise funds if necessary	1. Identify potential funding sources	Donation	Staff	
		2. Make funding request		Cons	
		3. Secure funding and procedures		Staff	
	3. Install equipment	1. Purchase equipment	Equip rep	Cons	
		2. Prepare site for installation	Contractor	Cons	
		3. Install equipment	Contractor	Cons	
	4. Test usability	1. Test usability	OT	Cons	

Usability Goal	Objectives	Action Steps	HUN Members	Responsible	Target Date
1.	1.	1.			
		2.			
		3.			
	2.	1.			
		2.			
		3.			
	3.	1.			
		2.			
		3.			
	4.	1.			
		2.			
		3.			

Usability Goal	Objectives	Action Steps	HUN Members	Responsible	Target Date
2.	1.	1.			
		2.			
		3.			
	2.	1.			
		2.			
		3.			
	3.	1.			
		2.			
		3.			
	4.	1.			
		2.			
		3.			