

South Carolina Department of Disabilities & Special Needs
Private Vehicle Modifications - Provider Verification

Private Vehicle Modifications Definition:

Modifications to a privately owned vehicle used to transport the waiver recipient and for any equipment needed by the recipient which makes the vehicle accessible to the recipient. Modification to any government-subsidized vehicle is not permitted. The private vehicle modification service may not be used for general repair of the vehicle or regularly scheduled upkeep or maintenance of the vehicle except for maintenance of the modifications and does not cover factory installed modifications prior to purchase. Approval of a request for private vehicle modification is a multi-step process which includes securing bids for the modification.

Minimum Requirements:

To be considered as a Private Vehicle Modification Provider, an applicant must:

- a) Be an authorized manufacturer's dealer of specific adaptive equipment. OR be a member of the *National Mobility Equipment Dealer's Association* and/or the *Society of Automotive Engineers*
- b) Have a valid business license verifiable with the South Carolina Secretary of State.

Information to submit:

1. [Provider Verification Coversheet](#)
2. Copy of Business License.
3. Evidence that your organization is an authorized manufacturer's dealer of specific adaptive equipment (if applicable).
4. Evidence that your organization is a member of the National Mobility Equipment Dealer's Association or Society of Automotive Engineers (if applicable).

Upon receipt of all information listed above, DDSN will, within sixty days of receipt, complete its review. DDSN will notify the applicant in writing of the decision following its review.

Once verified by DDSN, an online application to enroll with SC DHHS as a DDSN Medicaid Waiver Provider must also be completed. The written letter of decision from DDSN will include the address for this online application.

Please direct any questions to providerapplications@ddsn.sc.gov.
Please submit information for verification to providerapplications@ddsn.sc.gov