

Interchange Outer East, the **NDIS** and **YOU** Working with **FAMILIES** | Working **TOGETHER**

Helpful tips: read these before completing the 'Planning to Plan' document

1. Make sure you record all the services you currently use (include therapies, behavioural support, psychology).
2. Collect any assessments, reports, plans, documents that show what is needed and why.
3. Collect any receipts that relate to your child's needs.
4. Think about transport needs and costs of transport.
5. If you have equipment don't forget about servicing/repairs of equipment.
6. If your child/adult uses any sort of medication for behaviour control (*common medications include Risperdal, Lovan, Melatonin, and anti-depressants/anti-psychotics without a mental health diagnosis*), or mechanical restraint (*splints or equipment used to prevent a person engaging in a particular behaviour*), you need to ensure behaviour support is listed as a required service. If unsure, contact Interchange Outer East to discuss.
7. Remember to think of school holiday periods/holiday periods as being different to normal weeks. Also public holidays/curriculum days/service closures may affect your plan
8. Think of services the whole family accesses such as Family Camp, carers retreats, sibling support, parent support groups etc.
9. Fill out the weekly and occasional planner below and please note special events such as holidays and camps.

Weekly planner

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Morning							
Day time							
Afternoon							
Evening							

Occasional planner (e.g. activities on a fortnightly, monthly or yearly basis)

What do you do?	How frequent is it?	Does it normally run on a particular day/time of year?

11. Think about how the supports/services you have or want assist and fit into the NDIS outcomes. This helps with the “how will it help?” question in “the future” section

Family outcomes

Person aged 0-15 yrs old	Person aged 15-24 years old	Person aged 25 and over
Understanding your child’s strengths, ability and needs	Understanding your child’s strengths, ability and needs	Having the support you need to care
Knowing your rights and advocating for your child	Knowing your rights and advocating for your child	Knowing your rights and advocating for your child
Helping your child to learn	Helping your child to become independent	Able to access reasonable and necessary services
Feeling supported	Feeling supported	Health and wellbeing for family members
Able to access reasonable and necessary services	Able to access reasonable and necessary services	Succession plans
Health and wellbeing for family members	Health and wellbeing for family members	

Child/young person/adult outcomes

Child aged 0 – school age	School age – 15 years	15 years and over
Development of skills	Children grow in independence	Choice and control
Making choices	Children are welcomed and educated in their school	Daily living activities
Participation in family life	Friendships with peers	Relationships – family & peers
Participation in community life	Positive relationships with family	Home – living situation
Services help children to be included in family and community life	Participation in local social and recreational activities	Health and wellbeing
		Lifelong learning
		Work
		Social, civic and community participation