



The NDIS: Planning to Plan

Helpful tips:

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 or mechanical restraint (*splints or equipment used to prevent a person engaging in a particular behaviour*), 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.

Management of your NDIS Plan

'Management' refers to the financial administration of your plan; managing funds, monitoring paperwork, paying invoices and budgeting. There are different ways that your NDIS plan can be managed:

- Self Management** - You will be responsible for the complete financial management of your plan including reporting back to the NDIA and paying all invoices. Allows you to access a wide range of services both registered and not registered with the NDIA
- Plan Management** - Allows you to access a wide ranges of services, both registered and not registered with the NDIA while having an agency of your choice (that is registered with NDIA) financially manage your plan. The cost of Plan Management DOES NOT come out of your plan but is funded *in addition* to the supports in your plan.
- NDIA Managed** - Allows you to ONLY access services who are registered with the NDIA.
- Combination** - You may choose to have the NDIA manage part of your plan and self manage or have a service manage the other parts.

Support Coordination

Support coordination involves the daily coordination of services such as sourcing and matching support workers, booking shifts, trouble shooting, organising activities and providing information on upcoming events as well as assisting to build relationships with others in the community. You will still have full choice and control of the services and providers that you use, however, you will be allocated a coordinator to help your plan and book shifts, activities and pay for invoices. It is recommended that all families and individuals request *Support Coordination* in their plan. Support Coordination costs are also added on top of your plan, rather than coming out of your plan itself.

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

Please read the 'helpful tips' document before completing this document.

Current Situation - Services and Supports

What supports/services do you currently use?	Do they work?

Current Situation - Equipment/aids/tools/modifications

What equipment/aids/modifications do you use?	Do they work?

What services and equipment are needed?	How will they help?

The Future

What are the main things you want out of the NDIS over the next few years?	How will it help? (Think about outcomes).