

# Getting ready to join the NDIS

## Introduction

Peer networks are a great place to begin what we call pre-planning activities. That means helping participants, carers and families to begin to think about how an NDIS plan could help them to live 'an ordinary life'. Pre-planning activities could include a conversation about the goals of the people in the group, or perhaps a discussion of which supports work well and which need to be changed.

This quick guide is intended to help those conversations to get started and to help peer network facilitators and members to find further relevant information.

## Let's make it happen

There are several steps that people with disability and their families or carers can get ready to join the NDIS. Understanding the steps involved in access the NDIS can help to make the processes simpler and result in better outcomes from an NDIS plan.

Sharing these experiences with a peer group can be a useful learning experience both for the person sharing their experience and the people listening. A peer group is a great setting to discuss ideas and look for different solutions to long-term problems.

- ***NDIS Eligibility***

The first step is to determine if you are eligible. People with disability can access the NDIS depending on their age, residency and disability.

<b>1. Age</b>	If you are under 65 years of age.
<b>2. Residency</b>	If you live in Australia and are an Australian citizen, or you have paperwork that gives you permission to live here permanently.
<b>3. Disability</b>	If your disability is likely to be with you for life and substantially impacts how you manage everyday activities. This means you need help from other people or special equipment to do certain things.

- ***Accessing the NDIS***

To access the NDIS, you will need to complete an Access Request Form. You can do this by contacting the NDIS on 1800 800 110.

When you contact them, the NDIS will ask for information about yourself, your disability and the people who support you.

- ***Early intervention***

Some people may enter the NDIS through early intervention. Early Intervention helps people with a disability that is likely to be with them for life but could be improved by getting some additional support now.

Early intervention can also help children under six years old with developmental delay.

- **Getting Ready for the Planning Meeting**

Once you access the NDIS, you will need to have a planning meeting with the NDIS or a Local Area Coordinator. They will help you work out what your goals are, what supports you may need and where to find services and supports to help you.

- **Dealing with problems or complaints**

If you are unhappy with a decision that NDIS makes, you can request a review. If after a review you are still unhappy with the outcome you can request that the Administrative Appeals Tribunal (AAT) review the decision.

To find out more about requesting a review of your eligibility for the NDIS or your plan you can contact NDIS on 1800 800 110.

- **Change of Circumstances**

You must let the NDIA know as soon as reasonably practicable after you become aware that your circumstances or your disability support needs change or are likely to change. Some things that could be a change include:

- your informal care arrangements change significantly
- you apply for, receive, or are entitled to compensation for injury
- you plan on moving (or have moved) house
- you plan on moving (or have moved) overseas, or
- you plan on moving (or have moved) permanently into aged care residential accommodation.

There are some common steps people with disability, their families and carers can take to be ready for their first meeting with an NDIS planner. Each of these steps makes a useful starting point for a discussion in a peer network. Sometimes even a seemingly simple task like thinking of all of the supports and services you currently use can be tricky. You use them every day and sometimes begin to take them for granted. Yet it is very important that you can be very clear with the NDIS about what services you currently receive and which you will need to receive into the future.

Peer networks are a great environment to brainstorm these questions, often listening to the thoughts and ideas of one member can inspire thoughts and ideas for many other members.

You may wish to gather the following information to get ready for contact with the NDIS:

1. Your personal details	Name age, address and primary disability. Make sure you have
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	<p>all your personal details and any reports or assessments in one place to help with this. You may have to get a report from your doctor or specialist that outlines how your disability impacts you.</p>
2. A list of the supports and services you currently use	<p>Think about the different types of supports you currently receive and write them down somewhere you can access them.</p>
3. How you manage everyday activities	<p>NDIS will ask you questions about how you manage everyday activities. This helps to them understand what supports you might need, including equipment, modifications or help at home or in the community.</p>
4. Your safety	<p>They may ask you some questions about any areas in your life where you feel unsafe or where you might need extra help.</p>
5. Goals or things you would like to achieve	<p>Tell the planner what your goals are and what you would like to be able to do over the next year.</p>
6. Think about how you want to manage the plan. Participants choose how to manage their funding consistent with their plan.	<p>Funding can be managed by:</p> <ul style="list-style-type: none"><li>• The participant or a plan 'nominee' called Self-Management</li><li>• A registered plan management provider, called Plan Management</li><li>• The National Disability Insurance Agency (NDIA). called Agency Management</li></ul>
7. Think about how you will coordinate services and supports. There are a range of ways to get support to manage the plan and services.	<p>Supports can be:</p> <ul style="list-style-type: none"><li>• Implemented by yourself (or your Nominee): Coordinate your own supports and services</li><li>• Implemented with a Support Coordinator: An NDIS Approved Support Coordination Organisation or person will help turn the plan into action</li><li>• Implemented with a Local Area Coordinator (LAC):The LAC will help to implement the plan.</li></ul>

## Where you can find more information

There is loads of information available online about the NIDS and many resources to help you to plan for your first meeting with an NIDS planner. This section includes a range of the resources that we think are worth looking at.

To find out more about the NDIS:

Website: <https://www.ndis.gov.au/> or Phone: 1800 800 110

Free-of-charge translator, interpreter or other assistance	phone 1800 800 110
Text telephone (TTY) users	phone 1800 555 677 then ask for 1800 800 110
Speak and Listen (speech-to-speech relay) users	phone 1800 555 727 then ask for 1800 800 110
internet relay users	<u>National Relay Service website</u> and ask for 1800 800 110

For Peer support: <http://www.peerconnect.org.au/>

NDIS Access Checklist: <https://www.ndis.gov.au/people-disability/access-requirements>  
<https://www.ndis.gov.au/ndis-access-checklist.html>

Early Intervention: <https://www.ndis.gov.au/ecei.html>

My NDIS Pathway: Your guide to becoming a participant

<https://www.ndis.gov.au/html/sites/default/files/My-NDIS%20-Pathway.pdf>

### Planning Documents:

NDIS Planning Document:

<https://www.everyaustraliancounts.com.au/wp-content/uploads/NDIS-Planning-Workbook.pdf>

Getting Ready for your Planning Meeting Factsheet:

<https://www.ndis.gov.au/medias/documents/h68/h80/8798779670558/Checklist-Getting-ready-for-your-planning-conversation-21.10.16-accessible.pdf>

Association for Children with Disability Workbook:

<http://acd.org.au/acd-ndis-support-2/ndis-planning-workbook/>

Carers Victoria Preparing for the NDIS Workbooks: [www.everythingcarers.org.au/resources](http://www.everythingcarers.org.au/resources)

Deaf Society of NSW, NDIS Planning Workbook:

[https://deafsocietynsw.org.au/documents/documentsNDIS\\_Planing\\_Workbook-LR.pdf](https://deafsocietynsw.org.au/documents/documentsNDIS_Planing_Workbook-LR.pdf)

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House with No Steps Workbook: <http://www.hwms.com.au/NDIS/pre-planning-tool>

Vision Australia Podcasts <https://www.visionaustralia.org/learn-more/ndis/the-ndis-and-you>

Information available in Auslan <https://www.ndis.gov.au/auslan>

Information in other languages <https://www.ndis.gov.au/lote>

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