

Your NDIS Journey

FROM FIRST CONTACT TO YOUR FIRST PLAN REVIEW.
A BRIEF OVERVIEW OF THE NDIS PLANNING CYCLE.



1. ELIGIBILITY & FIRST CONTACT



In this stage you will establish your eligibility for the NDIS and make first contact with an NDIS planner.

If you are already receiving funded support, you will be contacted by the NDIS or an LAC (Local Area Coordinator) at a time that aligns with the scheduled roll out in your area.

If you are not already receiving funded support, you will have to complete an NDIS Access Checklist and contact the NDIA when the NDIS becomes available in your area.

2. PREPARATION & PRE-PLANNING



In this stage you will begin preparing for your planning meeting. Having a good understanding of your needs will allow you to get the most out of your plan. It is very important to sit down and think about your goals and supports.

In the broadest sense you should think about:

- What am I currently doing?
- What do I want to do?
- What is important to me?

[Visit our website to download a free pre-planning workbook or give us a call to organise a pre-planning meeting.](#)

3. NDIS PLANNING MEETING



In this stage you will work with your planner to organise a time and place to discuss your plan. This meeting will essentially be a conversation about your life. Your planner will ask you a series of questions that will allow them to understand and individualise a plan suited to your needs. You will also have to consider what type of Plan Management you would like and if you will need Support Coordination.

It is important to come prepared with the relevant documentation to help support you and provide your planner with the correct information. This may include a pre-planning booklet, other support plans, day program schedules, letters from your doctor or therapist, information about recreational and social programs, etc. If you wish, you may bring someone you trust to support you during the planning meeting. You can also request for a translator to be present if needed.

5. REVIEW YOUR PLAN



An NDIS plan is typically in effect for 12 - 24 months. The duration of your plan can be negotiated during your planning meeting. You will be contacted to organise a review of your plan and goals around 6 weeks before your current plan expires.

You can request an early review by contacting your planner if something significant happens in your life to change the levels of support you need.

If you have reviewed your plan and are not happy with the approved supports or a decision that was made you can contact the NDIA directly. You will then go through the NDIA's internal review process to appeal any issues.

4. IMPLEMENTING YOUR PLAN



In this stage you will receive a copy of your plan and begin implementing the supports outlined in it. It is important to start using your plan as soon as you receive it because your previous non-NDIS funding will cease upon arrival.

The first concrete steps to implementing your plan will be to go online and set up the NDIS participant portal called "myplace." You will need a myGov account to do this. Once you are set up you can begin contacting service providers to meet your support needs.

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TIPS FOR GETTING THE MOST OUT OF YOUR PLAN.



Learn the NDIS language: The NDIS comes with its own world of terminology. Planners must make the case for every support item in a plan. By focusing on outcomes and understanding how to “speak NDIS” will help you and your planner justify the supports you need. Ultimately this will allow you to better understand the resources that are available and navigate the planning process. The best place to start is by reading the NDIS Price Guide which can be found on the NDIS website.

Clear and specific goals: You may need to clearly justify why something should be included in your plan. Having clear goals that result in positive outcomes will allow you to explain why a support item is reasonable and necessary enough to be funded. Being able to link specific supports to a goal will payoff with a plan better suited to your needs. Continue reviewing, developing, and improving your goals with each new plan.

Come prepared with documentation: Before your first meeting get all your supporting documentation and any claims evidence together in order to streamline the planning process. Try to collate all of your medical, education and health documents before your planning meeting. If you require any equipment, you will usually need to provide three quotes as well as supporting documentation from your doctor or therapist.

Get creative: Take advantage of the new possibilities under the NDIS. Your supports don't necessarily have to fall under what we would think of in a traditional sense. The NDIS guarantees you all the reasonable and necessary supports that you need to help reach your goals, you just need to be able to justify the services. So get creative and think big. Maybe you want to try a new service or improve on an existing one, this is a good opportunity to stop worrying about barriers.

You're in the drivers seat: Remember that the NDIS is all about choice and control. You have the rights and freedoms that come with being a consumer. By doing your research you will be able to stand strong about what you want out of your plan. The NDIS gives you the ability to shop around and change your mind if you are not happy with the support that you are receiving.

MANAGING YOUR FUNDS



Plan Management. Your options for managing the funding that will be allocated in your plan:

- 1. Self-Managed:** Manage your funds independently.
- 2. Plan Nominee:** Nominate another person to manage your funds.
- 3. Plan Management Provider:** Nominate a registered organisation such as a financial intermediary.
- 4. NDIA Managed:** Nominate the NDIA to manage your funds.
- 5. Combination:** Choose a combination that works for you from the management options listed above.

SUPPORT COORDINATION



Depending on your situation, you may be funded for support coordination if it is deemed reasonable and necessary. Support coordinators work creatively and resourcefully with participants to effectively utilise their support budgets.

Support coordination allows you to choose a service provider like Gellibrand to help you organise the supports outlined in your NDIS plan. If this is the case, your planner will ask you which service provider you would like to assist you or help you find one.

FIND OUT HOW GELLIBRAND CAN HELP



Gellibrand is a registered service provider under the NDIS. We offer a range of support options for NDIS participants including core supports, capacity building programs, supported independent living options, support coordination and more. We can also help you prepare for your planning meeting.



QUESTIONS? CONTACT US ABOUT HOW WE CAN HELP, WE'D LOVE TO HEAR FROM YOU

9300 5491 - NDIS enquiries 9300 5400 - General enquiries

gellibrand.org.au