



Reference: **00000000**



Ms. Name Name

Address Address

Your NDIS plan approval

Please find a copy of your approved National Disability Insurance Scheme (NDIS) plan attached to this letter. The plan started on DATE and will be reviewed by DATE

How we developed your plan

We considered all the information you provided and the information we discussed during your planning conversation.

As discussed with you, we are required to ensure that all plan supports meet the reasonable and necessary requirements of section 34 of the National Disability Insurance Scheme Act 2013 (NDIS Act) and Part 5 of the NDIS (Supports for Participants) Rules 2013 (NDIS Rules).

All of your requests for support and the information provided to us were considered against the requirements of the NDIS Act and NDIS Rules.

It is important to remember that any funding received from the NDIS for supports must be used for that purpose. Rebates or reimbursement from another government department or private health insurance agency cannot be claimed for things that have been purchased using NDIS funding.

You can request an internal review of a decision about this plan within three months of receiving this notice. You can still use this plan while it is being reviewed. Details on how to request a review are at the end of this letter.

Please note that funds in your core budget are flexible. This means you can choose how to spend this funding to meet your support needs.

What you need to do

- 1). Please **read through** your plan and make note of the "My NDIS contact" listed. We encourage you to think about how you would best like to use your plan funded supports.
- 2). Tell your **support providers** that you have a new NDIS plan. This may include telling them about any changes to the plan and/or the supports they are providing for you.
- 3). Read the NDIS participant **booklets** to help start using your plan. You can find and print these from the NDIS website (ndis.gov.au) under "booklets and factsheets", or you can contact us and we can print these for you.

Next steps

Your "My NDIS Contact" will **contact you** about starting to use your plan. They will explain the plan funded supports, answer any questions, and help you to connect to support providers.

In the meantime, if you would like to discuss your plan, you can ask for your "My NDIS Contact" when contacting us in any of the ways listed under the "we're here to help" section of this letter.

Yours sincerely

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How to request for your plan approval decision to be reviewed

If you disagree with the decision about your plan approval you can request the decision to be reviewed within 3 months of receiving this notice.

We're here to help:

Online

- Internet Relay Users relayservice.gov.au
- NDIS mailbox enquiries@ndis.gov.au
- NDIS website ndis.gov.au
- NDIS webchat nccchat.ndis.gov.au/i3root

Phone

- NDIS National Contact Centre **1800 800 110**
- TTY Users **1800 555 677**
- Speak and Listen Users **1800 555 727**
- If you need help with English **131 450**

In Person

- You can also visit a **Local Area Coordinator, Early Childhood Partner** or **NDIS Office** in your area

Have your circumstances changed?

If so, this may affect your NDIS plan or supports. It is important that you contact us about any change in your circumstances.

This change could include:

- compensation you are applying for or have received
- significant changes to your care arrangements
- starting school and/or
- looking for work.

How to request a review of this decision

If you disagree with this decision, you can request an internal review of a decision within three months of receiving this notice.

When asking for an internal review you should explain why you think the decision made is incorrect. The staff member who works on the internal review won't have been involved in the earlier decision. They may want to talk to you as part of this process.

If you would like to request an internal review of a decision, you can do so either:

- Send a letter to:
National Disability Insurance Agency
GPO Box 700
Canberra ACT 2601
- Visit an NDIS office
- Call **1800 800 110**
- Send an email to enquiries@ndis.gov.au

If you request an internal review and are not happy with the decision the Agency makes at that time, you can apply for an external review by the Administrative Appeals Tribunal (AAT).

The NDIS website (ndis.gov.au) provides more information about requesting a review. Search for "Operational Guidelines" and click on the link to "Review of Decisions" to read more.

Thank you and the NDIA looks forward to working with you on implementing your NDIS plan.

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NAME - NDIS plan

NDIS number: 000000000

My NDIS contact:

NDIA Planner

National Disability Insurance Agency

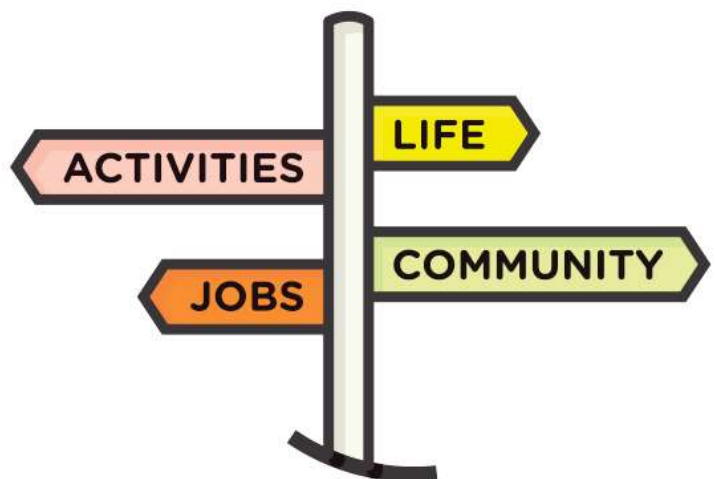
Phone: 1800800110

Email: enquiries@ndis.gov.au

NDIS plan start date: DATE

NDIS plan review due date: DATE

A National Disability Insurance Agency (NDIA) representative will contact me about my plan review before my plan review due date.



My profile

Information about me

This is personal information about me and I can choose to share this information with my service providers.

Date of birth

DATE

Preferred contact method –

About me

This is where you will write as much information about yourself and your disability as you can.

My Family and friends

This is where you will write as much information about your friends and/or family who may help support you.

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My Services and community involvement

This is where you will write as much information as you can regarding your community involvement and what services you require.

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My goals

This is what I want to achieve

Short-term goal

How I will achieve this goal	How I will be supported

Medium or long-term goal

How I will achieve this goal	How I will be supported

Medium or long-term goal

How I will achieve this goal	How I will be supported

How I will achieve this goal	How I will be supported

Medium or long-term goal

How I will achieve this goal	How I will be supported

Medium or long-term goal

How I will achieve this goal	How I will be supported

How I will achieve this goal	How I will be supported

Medium or long-term goal

How I will achieve this goal	How I will be supported

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Funded supports information

My funded supports can help me achieve my goals

Managing my NDIS funding

There are 3 different ways my plan funding can be managed:

- **Self-managed:** I will claim funding from my NDIS plan to pay providers myself or my plan nominee or child representative may do this on my behalf. Providers will invoice me directly for supports I have agreed they will provide.
- **Plan-managed:** My plan management provider will make claims and pay providers on my behalf for supports I have agreed they will provide.
- **NDIA-managed:** Providers will claim payment directly from my NDIS plan based on active service bookings. Where supports are NDIA-managed, I can only use an NDIS registered provider.

My funding may be managed in one or more of these ways and is listed with my funding on the following pages.

Stated Supports

Where a support is listed as 'stated' in my plan, I must purchase this support as described in my plan. I cannot swap 'stated' supports for any other supports.

In-Kind Supports

Where a support is listed as 'in-kind' in my plan, I must continue with my existing service provider as they have been pre-paid to deliver this service. However, if I have a concern about using my in-kind provider I can raise my concerns with my NDIS contact.

Quote Required

Where a support is listed as 'quote required' additional information such as quotes and/or specialist reports will be required. Once the quote is approved, the funding will be made available in my plan.

Total funded supports \$

For DATE – DATE

Core Supports

Goal/s my Core Supports funding can help me achieve:

-

Core Supports	Budget
Core supports can be used to help: My Core Supports funding will be:	\$0,00
Transport Support to assist me : My Transport funding will be paid as:	\$0,00
Total Core Supports	\$0,00

Funded supports continued

Capacity Building Supports

My Capacity Building supports are intended to:

Unlike my Core Supports budget, my Capacity Building Supports budget :

Goal/s my Capacity Building Supports funding can help me achieve:

-

My Capacity Building funding can be spent in the following ways:

Capacity Building Supports	Budget
	\$0,00
	\$0,00

Capacity Building Supports	Budget
	\$0,00
<p>Support Coordination</p> <p>My Stated Supports funding will be:</p>	\$0,00
Total Capacity Building Supports	\$0,00

Funded supports continued

Capital Supports

Capital supports include:

Goal/s my Capital Supports funding can help me achieve:

-

My Capital Supports funding can be spent in the following ways:

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Capital Supports	Budget
<p>Assistive Technology</p> <p>My Assistive Technology funding will be:</p> <ul style="list-style-type: none"> • <p>My Quote Required Stated Supports will be:</p> <ul style="list-style-type: none"> • 	<p>\$0,00</p>
<p>Home Modifications</p> <p>My Quote Required Stated Supports will be:</p> <ul style="list-style-type: none"> • NDIA-managed Specialist Disability Accommodation (SDA) 	<p>Quote required</p>
<p>Total Capital Supports</p>	<p>\$0,00</p>

Find out more

Who to contact if I need information or help with my plan

My NDIS contact:

CONTACT

My next plan review due date:

DATE

A National Disability Insurance Agency (NDIA) representative will contact me about my plan review before my plan review date.

Booklet 3 - Understanding your NDIS plan

I can refer to Booklet 3 to help me understand my NDIS plan and how to use funding, arrange supports and services and work toward my goals. It will also help me review my goals and prepare for my plan to be reviewed. If I do not have a copy, I can ask my NDIS contact or visit the NDIS website.

Important changes

If something important changes or is going to change (e.g. I move house, start work or school, if I get or may get compensation relating to an injury, or if my goals change) I will notify my NDIS contact.

For general enquiries, contact the NDIA

Call NDIA	1800 800 110
If I use a TTY	1800 555 677 and ask for 1800 800 110
If I use Speak and Listen (speech-to-speech relay)	1800 555 727 and ask for 1800 800 110
If I use the National Relay Service	www.relayservice.gov.au and ask for 1800 800 110
If I need help with English	TIS 131 450