

## I am currently receiving disability support - am I eligible?

**If you are currently receiving disability support from the NSW Government, or care for someone who does, you are probably automatically eligible for transition to the National Disability Insurance Scheme (NDIS). (The one exception is if the only support you receive is under the Community Care Support Program.)**

You will receive a letter in the mail from the National Disability Insurance Authority (NDIA) explaining your next steps.

The NDIA will assign a Local Area Coordinator (LAC) to you. Your LAC will then call you to confirm you received the letter from the NDIA and the information they have about you is correct. Do have your documents ready by the phone to refer to when you get this call.

As an existing user of Disability Services NSW, you

will not have to provide evidence of your disability because the Government should already have this.

Your LAC will continue to work with you to develop your NDIS Plan so this is an important relationship. If you feel the LAC assigned to you is not suitable, you can ask to work with a LAC who is a better fit and more able to meet your needs.

If you haven't received a letter or phone call, ring the free **NDIS Hotline on 1800 800 110** and tell them you think you should have been contacted.

## I am not currently receiving disability support – am I eligible?

**If you are not currently receiving disability support from the NSW Government you will need to apply for support. You can choose to apply for access to the NDIS over the phone or by completing a paper form.**

Ring the **NDIS Hotline on 1800 800 110**, tell them you want to apply and how you want to do this.

- A. If you choose to apply over the **phone** they will ask you questions, so have the evidence of your diagnosis of disability (e.g. from your GP) and any specialists' reports beside you when you speak to them.
- B. If you choose to complete the access request by **paper form** they will post it to you. When you have filled it in you will need to post it back to the address written on the form, along with your evidence of diagnosis.

Your eligibility for the NDIS depends on your age, where you live and your disability. You must:

- be under 65 years old
- be an Australian citizen  
or a permanent resident of Australia  
or hold a Protected Special Category Visa
- have a disability likely to be with you for life and need support to manage everyday activities.

Once you have applied for eligibility, you should receive a letter telling you if you are eligible. Your application will take up to 21 days to process. If it is going to take longer the NDIA will let you know.

If you are eligible you will be assigned a Local Area Coordinator (LAC). Social Futures have partnered with the NDIA to provide Local Area Coordination across the Northern NSW region.

Your LAC will phone to check you received the letter from the NDIA and advise you of the next steps. They will continue to work with you to develop your NDIS Plan so this is an important relationship. If you feel the LAC assigned to you is not suitable, you can ask to work with a different LAC who has specialist knowledge so they are more able to understand your particular needs.

If it has been longer than 21 days since you applied and you have not received a letter or phone call, ring the free **NDIS Hotline on 1800 800 110** and tell them you think you should have been contacted.

**If you are over 65, have a child under 7 or have a mental health condition, you may be eligible for NDIS by a different pathway. For more information on eligibility see the other Pathways information in this pack, or you can complete the NDIS checklist at [www.ndis.gov.au/ndis-access-checklist](http://www.ndis.gov.au/ndis-access-checklist).**

## I am eligible – what happens next?

**When you have been told you are eligible to access the NDIS, a date for your Planning Meeting will be set. This meeting is also referred to as the Pre-Planning Meeting.**

### Think and Prepare

It is very important to prepare for the next steps.

- Think about how you want your future to be.
- Write down your typical day and any difficulties you have.
- Then write down what you need due to your disability and what would make your life easier.
- Collect any information including medical records about your disability.

Daisi Information Package **3. *Developing my Plan*** has more detailed information to help you get ready for your Planning Meeting discussion.

### The Preplanning Meeting

Your LAC will advise you in advance when a meeting has been set for you to work with them on developing your Plan. If this time does not work for you arrange a more convenient time with your LAC.

Your LAC is there to help develop your plan and get the services and funding you need put into your Plan. At the Meeting, your LAC will:

- discuss your situation with you
- learn about you and your needs, and
- ask what support you currently receive from professionals or family and friends.

What is discussed at this Preplanning Meeting will inform what will be included in your plan. So it is important your LAC understands the impact of your disability and what you need to live a more ordinary

life. To help with this, you can take someone with you to the meeting. This person can be a family member, friend or professional support person.

Your LAC will draft a Plan to be sent to the NDIA Plan Assessor. The Plan Assessor decides what and how much will be funded in your Plan. You can discuss this draft Plan with your LAC, before they submit it to the Assessor, but you must say you want to do this at the Preplanning Meeting.

What you can expect at the Planning Meeting is discussed in more detail in the Daisi Information Package **4. *Planning Meeting Expectations***.

### Your NDIS Plan is approved

You will get a letter from the NDIA when your NDIS Plan has been approved. It will tell you the support areas it includes and funding amounts.

Your LAC will contact you to explain what is in your Plan and connect you to the people and programs you think best to help reach your goals. LAC's are funded for up to 10 hours to help you implement your Plan. Daisi Information Packages **5. *I Have a Plan - what now?*** and **6. *How to Manage your Support Services?*** have more detailed information about what to do to bring your Plan alive.

If your Plan does not meet your needs you can ask for it to be reviewed. Contact the **NDIS on 1800 800 110** to find out how. Contact **Ability Advocacy on 1800 657 961**, they can advocate on your behalf and support you through the review process. See Daisi's Information Package **7. *Can I make a Complaint?*** for more details.

## What happens with my first plan?

**Your first Plan will stay in place for 12 months** unless your situation changes during this time.

At the end of the first year your Plan will be reviewed. So you will need to look at your situation again and

adjust your plan if necessary.

If your circumstances change within the first 12 months contact the NDIS to advise you need your Plan reviewed because of these changes.

## What if I'm not eligible?

If you are not eligible to access the NDIS there are other community and mainstream supports you can access. To find out what is available and get help connecting with these services, contact Ability Links NSW and ask to speak with a Linker: **(02) 6628 8188** Freecall **1800 657 961** [www.abilitylinksnsw.org.au](http://www.abilitylinksnsw.org.au)