

The NDIS can seem overwhelming at times. SWAN has developed a series of fact sheets to assist our families:

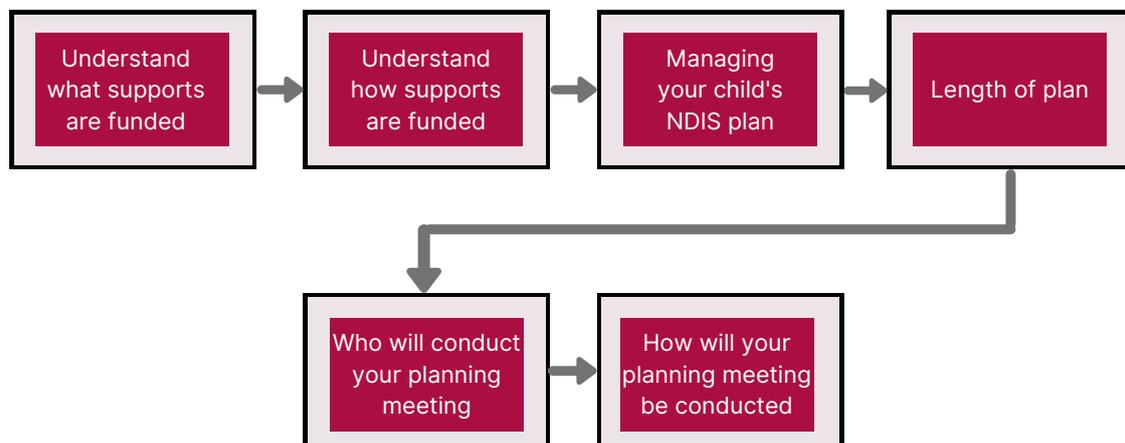
- Becoming an NDIS participant
- Background to a planning meeting
- Preparing for your child’s NDIS planning meeting
- The planning meeting
- Useful tips



## Background to NDIS planning meetings

We cannot expect Planners, Local Area Coordinators (LAC) and ECEI partners to know everything about every rare genetic condition. However, it is not unreasonable to expect them to have read a plain English fact sheet or a dot point summary about your child’s genetic condition, which is something that we recommend you submit with your NDIS access request form.

If you have not submitted anything about your child’s undiagnosed or rare genetic condition with your access request form, you can choose to email your planner with it before your child's NDIS planning meeting. Or you can explain about how your child’s undiagnosed or rare genetic condition impacts your child at their planning meeting.



## **a) Understanding what supports are funded - “reasonable and necessary”**

The NDIS Act 2013 has a section on “reasonable and necessary” supports. Why? Because for supports to be funded by the NDIS they have to meet the “reasonable and necessary” criteria set out in the NDIS ACT.

The support must be deemed to meet the following criteria:

- Support a participant to pursue goals, objectives and aspirations
- Support a participant's independence and social & economic participation
- Represent value for money
- Be effective and beneficial to the participant
- Take into consideration other supports e.g. family, health, education
- Not be more appropriately funded through other support services

## **b) Understanding how supports are funded**

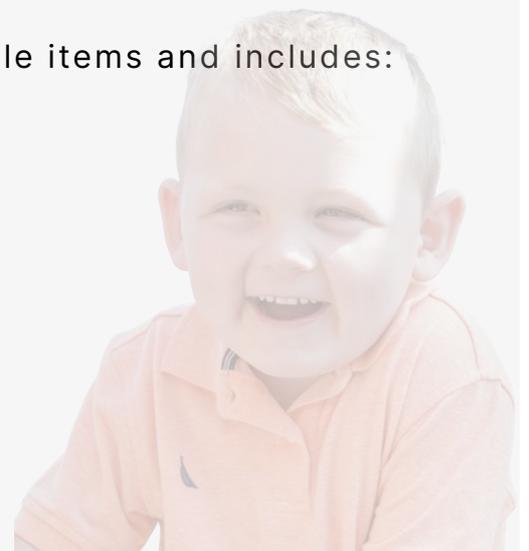
NDIS funding supports are divided into three different categories:

**Core funding** helps your child to participate in daily activities and includes:

- Assistance with daily life skills
- Consumables e.g. nappies
- Assistance with social and community participation
- Transport

**Capital funding** can be used to purchase tangible items and includes:

- Assistive technology
- Home modifications



**Capacity building funding** can help your child develop skills and includes:

- Support coordination
- Improved living arrangements
- Increased social and communication participation
- Finding and keeping a job
- Improved relationships
- Improved health and wellbeing
- Improved learning
- Improved life choices
- Improved daily living

### **c) Managing your child's NDIS plan**

You will be asked how you want to manage your child's NDIS funding at your child's planning meeting. NDIS funds are used to pay for supports and services that help your child with meeting their NDIS goals. There are three ways you can choose to have your child's plan managed or you can use a combination of all three for different parts of their plan.

- **NDIA (Agency) managed** – you are limited to only using registered NDIS providers to purchase supports from.
- **Plan management** agency (pay invoices on your behalf). You have the same flexibility within your child's plan as you do with self managed and are not restricted to only using NDIS registered providers.
- **Self managed** – your child's plan nominee (usually a parent) manages their NDIS funding and pays for services and supports. They have to claim the expenses from the NDIS. A plan nominee needs to meet the NDIS Act criteria to be approved to self manage a child's plan. Self managed funds can be used interchangeably with any of the core support subcategories unless it specially says "stated" or "agency managed". A "stated" item means the funding approved for the stated support has to be spent on that item. Capital and capacity building supports cannot be interchangeable within the subcategories. The advantage of self managing your child's NDIS funding is that you are not restricted to only using NDIS registered providers, so there is greater flexibility.

## d) Length of plan

- NDIS plans may vary in length of time. Some plans are valid for two years for children/adolescents/young adults.
- Plan extensions may be given (usually for up to 28 days) if you are waiting for your child's next plan to be approved once the current plan expires.

## e) Who will conduct your NDIS planning meeting

Your planning meetings will be held with one of three people:

- **An NDIA Planner** who will meet with you to determine what supports will help your child meet their NDIS goals. For SWAN children who have qualified for the complex support needs pathways requiring a high level of specialised supports, your child's meeting will most likely be with an NDIS Planner.
- **A Local Area Coordinator (LAC)** is a person working for an organisation that is working for the NDIA.
- **Early Childhood Early Intervention (ECEI) coordinator** is a person experienced in providing early childhood intervention supports and is appointed by the NDIA to assist families with understanding and navigating the NDIS. They have knowledge of suitable supports to meet a child's needs.

## f) How will your planning meeting be conducted

Face to face meeting or telephone meetings

- **Face to face meeting** may be preferable as it can be easier to communicate to the Planner/LAC/ECEI coordinator a better understanding of your child's needs. You may like to have your child present, however, be mindful that sometimes it can be difficult to focus. If this is the case, it may be helpful to have a support person come along who can care for your child while you focus on the meeting.
- **Telephone meetings** are also an option, but communication may get lost when meetings are not conducted in a face to face setting. They may, however, be easier if it is a struggle to leave your house.

## References and further reading

For participants

<https://www.ndis.gov.au/participants>

Supports and services funded under the NDIS

<https://www.ndis.gov.au/providers/becoming-ndis-provider/am-i-ready/supports-and-services-funded-ndis>

National Disability Insurance Scheme Act 2013 – Section 34 Reasonable and necessary

<https://www.legislation.gov.au/Details/C2018C00276>

## Disclaimer

*The information in our fact sheet series is correct to the best of our knowledge at the time of writing. Please note that NDIS information is subject to change, including without notice, and SWAN Australia cannot be held accountable for any misguided or false information. We encourage you to do your own planning and research.*

*Planning for your child's NDIS meeting, using the advice reflected in our fact sheet series is what SWAN Australia considers important when preparing for your child's NDIS planning meeting and is independent of the NDIA's views.*