



NDIS Plan

NDIS Tips Sheet 2: NDIS Eligibility outlines who is eligible to receive support from the NDIS. It includes information on disability and early intervention requirements.

NDIS Tips Sheet 3: NDIA Access Request Form outlines how to request and complete the form.

NDIS planning meeting

Once the NDIA has confirmed a person can access the NDIS, a planning meeting is arranged. The planning meeting can be held at home, local NDIS office or another venue. A support person, such as a family member, friend, carer or support worker, can attend this meeting.

At the planning meeting, the NDIS planner or a **Local Area Coordinator**, will work with the person who takes part in the NDIS (known as the **NDIS participant**) and their families and carers to develop a **NDIS Plan**. Each NDIS Plan is tailored specifically for each person.

Local Area Coordinator (LAC)

A LAC is someone who works with NDIS participants and their families and carers to help determine NDIS eligibility as well as develop and review NDIS Plans. A LAC may be a NDIA representative or someone employed by a service provider contracted by the NDIA.

NDIS Plan

A NDIS Plan outlines the supports that will be funded by the NDIS and may include:

- **informal supports:** care and help provided by family and friends
- **community supports:** provided by people or groups in the local community
- **mainstream supports:** provided by a doctor or school
- **reasonable and necessary supports:** the supports and services the NDIS can fund.

These supports must be:

- related to the person's disability
- required by the person to live an ordinary life and achieve their goals
- not include daily living expenses like rent and food

KEY TERMS

The **NDIS** is the **National Disability Insurance Scheme**. The NDIS provides people with disabilities, their families and carers more choice and control over how disability supports are provided.

The **NDIA** is the **National Disability Insurance Agency**. It is the organisation which works with people with disabilities, their families and carers to get access to the NDIS support they need.

Develop a Participant Statement

A **Participant Statement** is discussed and developed with the NDIS planner or LAC at the planning meeting. The Participant Statement is a document which outlines the needs, goals and disability support of the person with a disability.

The Participant Statement becomes part of a person's NDIS Plan.

The Participant Statement includes information on a person's **current disability supports**, such as:

- living arrangements
- regular activities, such as social and community activities
- education, such as childcare, kindergarten or school
- important people in a person's life
- current informal, community and government-funded supports

The Participant Statement also includes information on a person's **goals** and what the person wants to achieve in their life, such as:

- education: starting or finish school
- social participation: getting involved in social or community activities
- independence: getting around the house or community by themselves
- health and wellbeing: taking part in a recreational activity or sport

The Participant Statement can also include:

- things that are working well
- things that are not working so well
- things that a person and their families and carers would like to change

Participants are encouraged to think about things that can be achieved in both the short term and long term.

The NDIS planner or LAC will then help the participant and their families and carers look at what strategies and supports will help achieve these goals.

Next steps: see [NDIS Tips Sheet 5: NDIS Plan Implementation](#)

CONTACT US

Interchange

To find your nearest agency visit
www.interchange.org.au

NDIS

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