

How to access the National Disability Insurance Scheme



Easy English

The National Disability Insurance Scheme is also called the NDIS.

This book tells you

- about the NDIS
- and
- how you can **access** the NDIS. **Access** means to plan with the NDIS to receive funding and support.



Funding is the money you get from the government to help with daily life because you have a disability.

Support is the help you receive with

- daily life
- and
- things you want to do.



We have another book about what you need to think about when you plan with the NDIS. That book tells you

- how to make a plan for the NDIS
- how your plan will work
- and
- how to **review** your plan.

You can ask someone to help you to read these books.



Some words in this book are in **blue**. You can find out what these words mean at the end of this book. Go to page 35.

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About the NDIS

What is the NDIS?



The NDIS is the new way that people with disability will be supported in Australia.



The NDIS means you can

- decide what support you need
and
- choose where you buy support from.



The NDIS has rules about

- who can get funding
and
- how funding works.



The NDIS says people with disability have the same rights as everyone else. This means people with disability

- have the right to get support
- can choose how they spend their funding and
- can choose which **provider** they want to use.



The NDIS says **providers** must write down how they will work with customers and how they will support them. This is called a service agreement.

What is the NDIA?



The NDIA is also called the National Disability Insurance Agency. They can work with you to

- check if you can get access to the NDIS and
- support you with your plan.

Do I have to change my funding to the NDIS?



Yes.

Everyone who gets funding because they have a disability will move to the NDIS. This will take some time.

Everyone will have a plan for all their disability support. All their disability support will be funded together.



Why is the NDIS better?

The NDIS can

- help you to do the everyday things you need to do
- help you to do more things in the community
- support your family and carers better and
- make sure you have the funding you need to live your life.



When can I start using the NDIS?



The NDIS will start in different places in Australia at different times. The government has a plan for

- where the NDIS will start
- and
- when the NDIS will start.



The NDIS will be available in all parts of Victoria by 30 June 2019.

You can find out when the NDIS will be in your area by looking at the maps on the next few pages.

NDIS Maps

About these maps

Pages 10 and 11 have some maps. These maps show when the NDIS is coming to different areas.

How to use these maps

You can use these maps to find out when the NDIS will be in your area. You should

- find where you live on these maps
- look at the colour for where you live
- then look for the year that has the same colour.

For example if you live in North Eastern Melbourne you can see

- the colour is light purple
- the year 2016 is light purple
- this means the NDIS will be in North Eastern Melbourne in 2016

Map of Melbourne



2016

North Eastern Melbourne

2017

Inner Eastern Melbourne

Outer Eastern Melbourne

2018

Hume Moreland

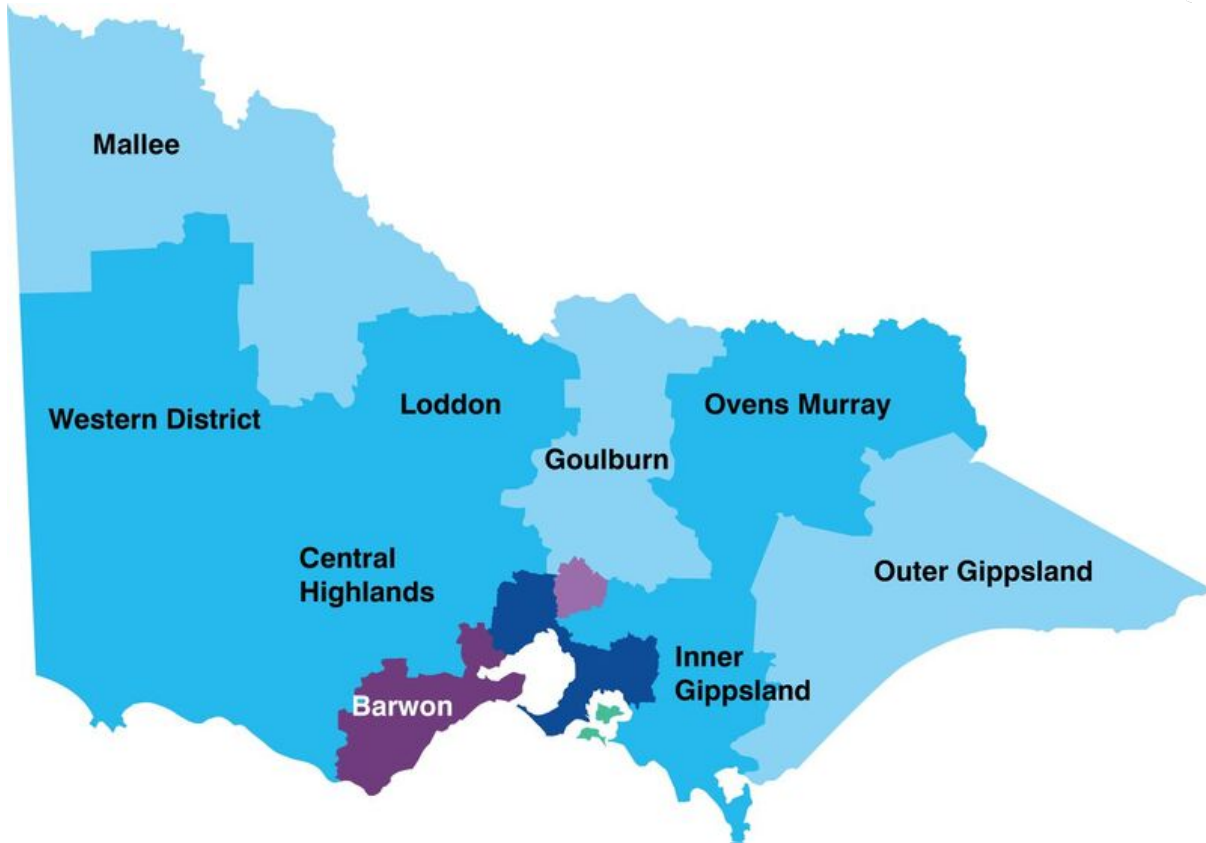
Brimbank Melton

Western Melbourne

Bayside Peninsula

Southern Melbourne

Map of Victoria



2017

Western District
Central Highlands
Loddon
Inner Gippsland
Ovens Murray

2019

Outer Gippsland
Mallee
Goulburn



You can find out more about

- when the NDIS starts
- and
- where

on these websites

Yooralla www.yooralla.com.au

NDIS www.ndis.gov.au

Who can get NDIS funding?



To access the NDIS you must be eligible.

This means you must



- live in an area where you can get the NDIS
- have a disability that will not go away in time
- have a disability that makes it harder for you to
 - do everyday activities or tasks without help
 - be part of the community
 - and
 - get a job
- have a disability that means you will need support for your whole life.



You must also be

- an Australian **citizen**
- or
- have a **Visa** that says you are a **resident**.



If you are eligible someone will contact you to do your plan.

The person who contacts you will be

- from the NDIS
- or
- a **Local Area Coordinator**. **Local Area Coordinators** are also called LACs.



This person can

- tell you how to show you are eligible
- and
- support you with your plan.

Can a child get NDIS funding?



There is special funding for children with disability. This is called **Early Intervention** funding. It is for children who

- have a disability
- or
- have a **developmental delay**
- and
- are 6 years old or younger.



You will need to give the NDIS information about your child's disability to find out if they can get funding for early intervention.



Your child can get NDIS funding instead

if they are

- 7 years old or older
- or
- going to school
- and
- still need a lot of support.



You can find out more about Early Intervention funding. You can ask the NDIS or your Local Area Coordinator.

What if I already get funding and support?



Everyone in Australia who gets funding and support for their disability now will move to the NDIS.



Someone will contact you when it is time for you to move to the NDIS. They will help you

- show you are eligible
- and
- start to plan your supports.



It is a good idea to start

- collecting information about the support you have now
- and
- thinking about the support you want in the future.

What if I do not already get funding and support?



If you do not already get funding for your disability you will need to apply to use the NDIS.



You will need give information to the NDIS about your disability. You will need to tell them things like

- what your disability is called. This is called your **diagnosis**.
- if your disability will go away or if you will have it for your whole life?
- and
- how your disability makes it harder to do the things you want to do.





You will need to show proof that you have a disability. For example a letter from your doctor.



You might also need to show information from someone who supports you. For example your **therapist**.



The NDIS will use this information to decide if you can access the NDIS.

This is called the **access and eligibility process**.



The NDIS will keep your information private. They will not tell others your information.

The NDIS will give you a reference number. This number is for you to use when you talk to them about your access and eligibility process.



If you can access the NDIS you will get

- funding
- and
- support.

People who can access the NDIS are called **participants**.

How to access the NDIS



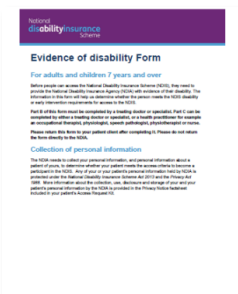
The next part of this book tells you what you need to do if you want to access the NDIS. There are three things you need to do.

You need to



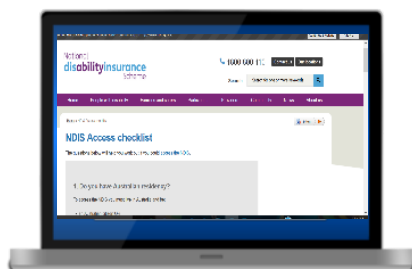
1. Look at the NDIS Access Checklist

2. Do the Access Request Form



3. Do the Evidence of Disability Form

1. Look at the NDIS Access Checklist



You should check if you are eligible for the NDIS by looking at the NDIS Access Checklist.

Go to www.ndis.gov.au/ndis-access-checklist

You will be asked five questions about you. You will be asked

- if you are an Australian **resident**
- if you are younger than 65 years old
- if you live in an area where you can get the NDIS
- if you usually need support to do everyday things
- if support now might mean you need less support in the future.





If you answer YES to all of these questions you should

- contact the NDIS
- and
- do the next steps to become a participant.



If you answer NO to any of the questions the checklist will tell you what you should do. You can contact the NDIS to talk about other support you can get in the community.

Phone 1800 800 110

2. Do the Access Request Form



You should do this form if you answered YES to all the questions on the NDIS Access Checklist.

You can get this form from the NDIS.



You will need to put information about yourself on the form. For example



- the date you were born and where
- your home address
- how long you have lived at your address
- if you are a **citizen** or **resident** of Australia and
- information about your disability
 - if you will have it for your whole life and
 - if it makes it harder to do everyday things.





The NDIS might talk to the **providers** you use now. They will ask about the support you get from them.



If you get money from **Centrelink** the NDIS might talk to them too. You should give the NDIS your **Centrelink Customer Reference Number**.

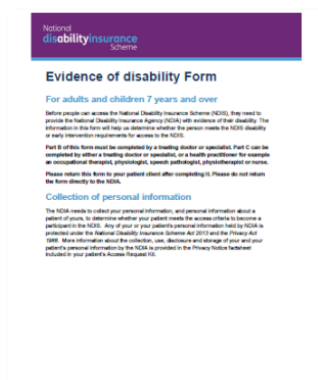
Your **providers** and **Centrelink** might have information that will help you get access to NDIS funding.



You can start to collect information about your disability. This information will help you with getting access to NDIS funding.

You can find a list of the information you might need at the end of this book.

Go to page 30.



3. Do the Evidence of Disability Form

You might also need to do the Evidence of Disability Form.

You can get this form from the NDIS.

Do I need to do this form?

There are some types of disability that mean

- a person will usually need support and
- they do not need to fill out the Evidence of Disability Form.



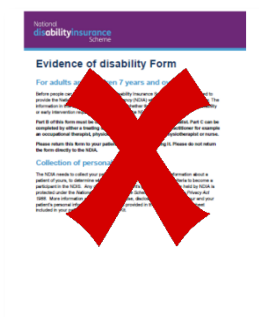
There is a list of these types of disability. You can look at the list on the NDIS website



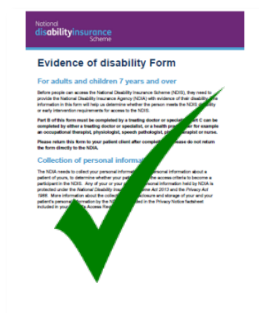
Go to <http://www.ndis.gov.au/people-with-disability/access-requirements/completing-your-access-request-form/evidence-of-disability>



or ask the NDIS.



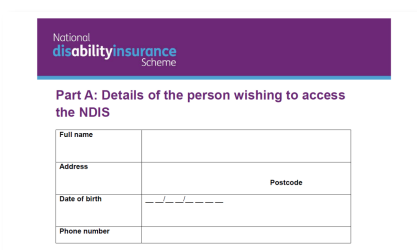
If you have one of the disabilities on this list you do not need to do the Evidence of Disability Form.



If you have a disability that is not on this list it does not mean you cannot get funding. You will need to do the Evidence of Disability form.

About the Evidence of Disability Form

The Evidence of Disability form has different parts.

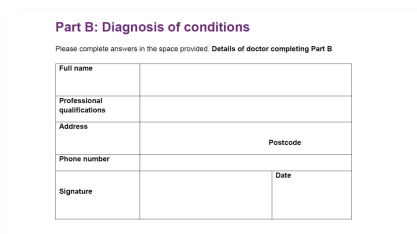


Part A: Details of the person wishing to access the NDIS

Full name		
Address		
Date of birth	__/__/____	Postcode
Phone number		

Part A is for you to do. You will need to write your information. For example

- your name
- and
- contact details.



Part B: Diagnosis of conditions
Please complete answers in the space provided. Details of doctor completing Part B

Full name		
Professional qualifications		
Address		
Phone number		Postcode
Signature		Date

Part B is for your doctor to do. Your doctor must write

- what your disability is called
- and
- if you will have your disability for your whole life.



You might already have a letter from your doctor about this. Sometimes you can use the letter instead of the form.

Part C is for someone who supports you to write on.

For example

- your **therapist**
- or
- **health professional.**

This person must write about how your disability makes it harder for you to do everyday things.

This person might already have written this information somewhere else. Sometimes you can use this instead of the form.

The image shows a screenshot of the 'Part C: Functional Impact' section of the NDIS form. The form has a purple header with the text 'National disability insurance Scheme'. Below the header, the title 'Part C: Functional Impact' is displayed. The form contains a table with the following sections:

Is there a current functional assessment of this person?	<input type="checkbox"/> Yes (please attach assessment report) <input type="checkbox"/> No (please complete functional assessment below)
How was functional assessed?	
Name and professional qualifications of person who completed the assessment	



Information you can collect to help you access the NDIS



You might already have some information about your disability. You can start to collect this information to help you with the access and eligibility process.



- Plans you have made in the past
 - Individual Support Plan
 - Person Centred Plan
 - Lifestyle Plan
 - Health Support Plan
 - Behaviour Support Plan



- therapy assessment

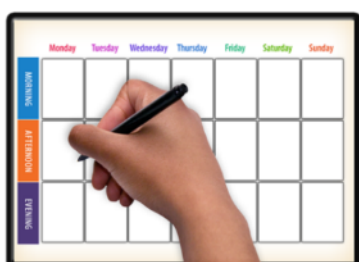
- a letter from your doctor about your needs



- a letter from your **therapist** about your needs



- information from your school, university or work



- a list of the things you do at your day program

- information about your **recreation** activities



- information from your family



- information from a **provider** you use now.

For example your service agreement.

- Information from other places you go.

More Information



How do I ask questions about the NDIS?

You can ask questions about the NDIS any time.



You can ask Yooralla.

We can

- give you more information
and
- talk to you about how we can support you with
the NDIS.



Phone 1800 966 725



Email intake@yooralla.com.au

You can also ask someone at
the NDIS



Phone 1800 800 110

You can call this number between
8.00am – 8.00pm
from Monday to Friday



Email enquiries@ndis.gov.au



If you have a **hearing impairment** you can use
the TTY service

Phone 1800 555 677

then ask for
1800 800 110



If you find it hard to speak you can use
the Relay service



Phone 1800 555 727
then ask for
1800 800 110



Website relayservice.gov.au
click on **Make an internet call**
and
type in 1800 800 110



If you need help with English

Phone 131 450

What do these words mean?

review	To look at how something is working and decide if you need to make changes.
provider	People and businesses that support people with disability.
citizen	<ul style="list-style-type: none"> • a person who was born in Australia or • a person who was born somewhere else but has been made a citizen by the government. <p>A person who is made a citizen by the government has the same rights as a person who was born in Australia.</p>
Visa	<p>When the government says a person who was not born in Australia can</p> <ul style="list-style-type: none"> • enter • leave and • live here.



	<p>Some Visas say how long a person can do this for.</p> <p>A Permanent Visa says the person can do this for as long as they want.</p>
<p>resident</p>	<p>A person who lives in Australia and</p> <ul style="list-style-type: none"> • was born here <p>or</p> <ul style="list-style-type: none"> • has a Visa that says they can live here for as long as they want to. <ul style="list-style-type: none"> •
<p>Local Area Coordinator</p>	<p>A person who can work with you and answer your questions about the NDIS.</p> <p>Local Area Coordinators do not work for the NDIS. They work for other service providers who have been given the job of supporting people to use the NDIS. Local Area Coordinators are also called LACs.</p>

<p>developmental delay</p>	<p>When a child does not do things at the same age as most children. For example if a child is slower to</p> <ul style="list-style-type: none"> • move • talk • think • or • learn. <p>It might also be if a child behaves differently to most other children their age.</p>
<p>therapist</p>	<p>A person who works with you to make everyday life easier. They might help you</p> <ul style="list-style-type: none"> • to move better • to use equipment • to talk to others or use talking aids • with difficult feelings or behaviour <p>and more.</p>

<p>Centrelink</p>	<p>A part of the government that supports people who need money to help with everyday life</p> <ul style="list-style-type: none"> • because they cannot work <p>or</p> <p>cannot earn enough money to live.</p>
<p>Centrelink Customer Reference Number</p>	<p>A number you get from Centrelink that helps them to know who you are. It is a way they can keep all your information together. Your Customer Reference Number is also called your CRN.</p>
<p>health professional</p>	<p>A person who works with you to improve your health. For example</p> <ul style="list-style-type: none"> • a doctor • a nurse <p>or</p> <ul style="list-style-type: none"> • a dentist.
<p>Individual Support Plan</p>	<p>A funding plan from the government.</p>



Person Centred Plan	A plan you make about what supports you need so you can reach your goals. Goals are things you want to do in the future.
Lifestyle Plan	A plan about <ul style="list-style-type: none">• how you want to live your life and• what support you need to make it happen. It might include things like <ul style="list-style-type: none">• where you want to live who you want to live with
Health Support Plan	A plan you make with your school or service. It says how they will support your health care needs.



Behaviour Support Plan	A plan you make with your service if you find it hard to control the way you behave. For example if you sometimes do things that others do not like. The plan says how the service can help you to manage your behaviour.
therapy assessment	When a therapist works with you to find out what supports you need to help with everyday tasks. For example <ul style="list-style-type: none">• eatingand• getting around.
recreation	Activities you do for fun. For example <ul style="list-style-type: none">• sports• musicand• art.

hearing impairment	When a person <ul style="list-style-type: none">• finds it hard to hearor• cannot hear at all.
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The Easy English in this book was written by Clear Words (www.clearwords.com.au) and Yooralla.

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