



The role of the OOHC Caseworker: NDIS Planning Process



The 5 NDIS steps involved in the planning process

1. **Think** about the child/young person's needs and goals
2. **Meet** with their personal planner
3. **Develop** their plan and consider how to manage their supports
4. **Implement** their plan
5. **Review** their plan



What will the NDIS plan include?

- A child or young person's first plan will be based on the supports they currently receive and any identified gaps in support
- **An NDIS plan has two parts:**
 1. The participant's **statement of goals and aspirations**
 2. The **statement of participant supports**



What is the Participant Statement?

The NDIS participant statement contains information about:

- Daily life
- Current living arrangements
- Current relationships and supports from other people
- A Child or young person's goals and how they want to achieve them
- Current specific disability supports



What does an NDIS Plan look like?

- View the plan on the My Place Portal
- [NDIS plan](#)



NDIS Budgets – different components and uses

- **Core budget** – related to day-to-day living, categories include:
 - Consumables
 - Daily activities
 - Assistance with Social & Community Participation
- **Capital budget** – supports to help live an ordinary life
- **Capacity Building budget** – includes supports to help build skills to live the life they want



The Carer and Caseworker partnership

Carers will be **critical** to a good NDIS plan outcome.

Carers need to be **involved** in the planning process as they have greater insight into the needs of the child or young person.



NDIS planning conversation

Who? How? Where?

Who?

- Child or young person, carer, casework staff, anyone who can provide valuable professional input



How?

- NDIA representative contacts Manager Casework (CSC or CFDU) to arrange meeting

Where?

- Choose a face to face planning meeting

Preparing for the planning conversation

- ✓ Gather the information that needs to be taken to the meeting
- ✓ Draft the participant statement
- ✓ Consider aids/equipment and modifications for next 12 months
- ✓ Understand the supports currently needed including day-to-day carer activities
- ✓ Understand Support Coordination and Plan Management options
- ✓ Liaise with the OOHC Health Coordinator to seek any relevant information about the child or young person which may contribute to the meeting



The planning conversation

Includes discussing:

- ❖ Current supports and additional support needs
- ❖ Goals and aspirations
- ❖ Safeguards
- ❖ Reasonable and necessary supports and mainstream supports
- ❖ Intersection with Health Pathway



Support Coordination

Can include:

- Initial assistance with linking participants with the right providers
- Assistance to source providers
- Coordinating a range of supports (funded and mainstream)
- Resolving points of crisis



Plan Management options

- Self-managed
- Registered plan management provider
- NDIA managed
- Combination of the above.



Request either **registered plan management provider** or **NDIA managed**:

- NDIA plan managed - registered providers **only**
- Plan management provider managed - can use registered and/or non-registered providers

Leaving Care - NDIS

Focus goals and aspirations on becoming independent.

Accommodation options need to be considered as part of the planning process from independent living arrangements to specialist placement.

Preparation for leaving care should still commence at 15 years old.

Consider a Guardianship Order.

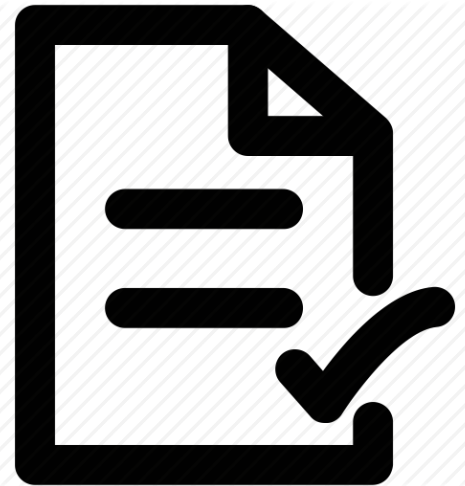


How is the plan finalised?

NDIS representative drafts plan based on planning conversation

NDIA approve plan

NDIS Plan provided to casework staff



Review, Attach, Engage and Coordinate

Understand the NDIS plan

- Review the plan when received
- Understand the support the NDIS will fund

Attach the NDIS Plan to KiDS

- NGO casework staff provide a copy of NDIS plan to CFDU to attach to KiDS

Share NDIS Plan with Health

- Share plan with Local Health District OOHC Coordinator

Agree case coordination roles and responsibilities

- Engage with and agree responsibilities with the NDIS Support Coordinator



Questions? Further Information?

Send your questions to

safeforlifereform@facs.nsw.gov.au

Guidelines available at

www.facs.nsw.gov.au/ndis

