



Northern Support Services

for people with disabilities inc.

Getting ready for the NDIS

Planning Toolkit





Getting ready for the NDIS

This booklet is designed to help you get ready for your meeting with the NDIS. Having all of this information prepared ahead of time will make the NDIS planning process easier and quicker.

We are looking forward to supporting through this planning journey.

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Getting started

In preparing for your NDIS planning meeting it is important to think about what you want and need.

For example:

- What support do you need to do everyday activities?
- How would you like your life to be in a few years?
- How can the NDIS help you?



You may find it helpful to discuss these questions with your family, friends or carers. It is also a good idea to take the time to think about the different aspects of your life, including your:

- daily routine
- living arrangements
- current relationships and supports from other people



It's a great idea to keep a diary for a few weeks to help you gather the information you need. This can help you work out:

- the supports you already receive
- the additional supports you may need
- the aids or equipment you need
- the therapy assistance or skills training you could use to become more independent.



The easiest way to record your information is to think about each day of the week, from the morning when you get up to the evening when you go to bed. Include overnight supports if that's what you need. Please include weekends as well as weekdays.

Record what you do and the assistance you require to do it. If you already have supports to help you do particular tasks or activities, make sure you record these. In the future, you may want to keep these supports as well as request new ones.

Here are some examples.

Example: Kristy

Day: Timeframe: AM/PM	Everyday Activity/Task	Support required: What for? Who provides assistance? What aids or equipment do you need?	What would happen without this support? Could the everyday activity/task be done?	What could help develop skills and independence?
AM – Every Morning	Getting dressed for school	Doing up buttons and zips. Father does this.	Could not get dressed	Therapy program to improve fine motor coordination and control and learn to do up buttons and zips.

Example: Jordan

Day: Timeframe: AM/PM	Everyday Activity/Task	Support required: What for? Who provides assistance? What aids or equipment do you need?	What would happen without this support? Could the everyday activity/task be done?	What could help develop skills and independence?
Tuesdays, Wednesdays AM and PM	Studies at TAFE	Mother drives him there and back	Could not take part	Travel training program to learn how to get to and from the TAFE independently



Example: Amanda

Day: Timeframe: AM/PM	Everyday Activity/Task	Support required: What for? Who provides assistance? What aids or equipment do you need?	What would happen without this support? Could the everyday activity/task be done?	What could help develop skills and independence?
PM – every evening	Getting ready for bed	<p>Assistance with toileting, getting undressed and into sleepwear, cleaning teeth, brushing hair, getting into bed, adjusting bedding for personal comfort.</p> <p>Two paid carers assist.</p> <p>Use of hoist, commode and wheel chair.</p>	<p>Without assistance and equipment Amanda could not get ready for bed and get into bed.</p>	<p>Current supports assist Amanda to keep living independently in her own home. Without this she would have to move into care.</p>

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Getting to know you more

Your daily life – Personal care

Do you need support with showering or bathing, going to the toilet, getting dressed and getting ready for the day or the evening? Do you need support at meal times? Do you need support to manage your medication? Do you need any equipment, such as a commode or hoist?

What supports do you have now?	What supports do you need?	How many hours do you need?	How often do you need this support?

Goals for your personal care:



Your daily life – Everyday activities at home

Do you need support with things such as budgeting, planning your meals, making a shopping list, shopping, cooking, house cleaning, tidying up, doing your laundry and paying bills?

What supports do you have now?	What supports do you need?	How many hours do you need?	How often do you need this support?

Goals for everyday activities:



Your daily life – Making decisions

Do you need support in your everyday to make appointments, contact people, make decisions, solve problems and to know what to do in an emergency?

What supports do you have now?	What supports do you need?	How many hours do you need?	How often do you need this support?

Goals for making decisions:





Housing

Where do you currently live? Who do you live with?

What would make your living arrangements easier?

Is there something you would like to change about how you live now?

Do you need any modifications to your home? This might include things like rails, lower benches, a ceiling hoist, electronic doors, ramps, or wider doors, a lift upstairs or specialised switches.

What supports do you need to live independently and manage your housing?

This might include setting up, paying and checking your credit balance on your rent and bills, managing your home and yard maintenance, contacting your landlord, making sure that your household appliances are in working order, checking your home safety, reading mail and responding to it, contacting Centrelink, your bank and your gas and electricity providers.

You might want to think about contacting your financial administrator if you have one, who will help you manage an emergency if one arises – for example, if you have a power outage or your fridge breaks down).

What supports do you have now?	What supports do you need?	How many hours do you need?	How often do you need this support?

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Goals for housing and tenancy:





Transport

What daily transport do you use?

What assistance with transport do you require to access the community?

Could you be better supported to get out and about in the community?

Could you be better supported to travel to unknown places or destinations you want to go to? This might include travel training or ongoing support to travel to some destinations. Or, you might need a kilometre allowance so a support worker can drive you to appointments or to go shopping or play sport.

Do you need any vehicle modifications? This might include ramps, sliding boards or hydraulic suspensions.

Goals for travel:





Technology, aids and equipment

What technology, aids and equipment do you use now? This might include communication aids, a limb brace, hoists, specialised switches, wheelchairs, an electric scooter, specialist clothing or footwear, a white cane, an assistance dog or a walking frame. It will also include equipment repairs and servicing etc.

Is there any technology or equipment that would make your life or living arrangements easier?

Technology, aids and equipment	How often do you use it?

What medical equipment do you need? This might include personal continence aids and wipes, colostomy bags and PEG feed equipment.

Goals for technology, aids and equipment:





Getting out and about

What social activities do you enjoy? This might include going to the football or other sporting events, playing a sport, going to restaurants or cafes, going to nightclubs or pubs, the cinema, live music, music festivals, bowling and meeting new people.

Would you like to be more involved in the community? Are there any activities, hobbies, or groups that you would like to be involved in? This might include joining a community garden, painting with an art group, joining a theatre group, playing a sport or joining a bowling team.

What activities would you like to do	What supports do you need to do these activities?	How many hours do you need?	How often do you need support?

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Goals for activities





Friends and family

What relationships and friendships are important in your life? How do they support you?

Would you like to make more friends? If so, how do you think you could make more friends?

Is there anything that stops you from making or keeping friends?

Are there people or places that could help you make friends? Could you be better supported?

Goals for friends and family:





Health and wellbeing

Would you like to improve your health and wellbeing? This might include playing a sport, going swimming, taking part in an exercise class, learning more about healthy foods and healthy eating or learning more about diabetes management.

What support do you need to manage your health and wellbeing? This might include support to go to medical and health appointments, support to understand the information given to you and to help you with follow ups, such as having blood tests, x-rays or scans. You can receive support for changing your medication, setting up PRN medication for a short term situation, applying bandages and dressings, managing emergencies, such as needing an emergency appointment or needing to go to the hospital emergency department.

Are there specialist services that can help improve your health and wellbeing? This might include physiotherapy, occupational therapy, speech therapy, exercise specialist, personal training, counselling services, mental health specialists and medication management.

What health and wellbeing needs do you have?	What supports do you need?	How many hours do you need?	How often do you need support?

Goals for health and wellbeing:





Education and training

Do you currently attend any education or training program(s)?

What are your goals around learning, education or training? This might include learning to cook or garden, travel training, learning to budget or attending TAFE or University.

Could you be better supported at your current place of learning?

What supports do you need to achieve your learning goals?

Goals for education and training:





Work and volunteering

Are you currently working? This includes work in open employment, supported employment or volunteering.

If so, what is your job?

Would you like to be working or volunteering?

What support would you need to achieve this goal?

Do you need further support to continue to work or volunteer?

Personal goals for work and volunteering:





Choice and control

In what areas of your life would you like to have more choice and control?

Would you like assistance to decide what supports you would like and who you would like to deliver these supports? In the NDIS, this is called Support Coordination.

Would you like assistance to manage your Individual Support Package of funds? In the NDIS, this is called this Plan Management.

Goals for choice and control:

