

What does Self-Management of funding mean?

1. What are the benefits of self-management of NDIS in WA FUNDING?

- Self-management of your NDIS in WA funds gives you choices about who provides you the support that you need,
- You need to get approval to self-manage your NDIS in WA plan or to self-manage parts of your NDIS in WA.
- You can plan, design, direct and organise these services and supports to meet your needs and your preferences.

2. What is self-management?

Self-management of your NDIS in WA plan funding means;

- You receive the funding into your bank account
- You buy the supports included in your plan and pay for them from your bank account
- You make sure the strategies in your plan to keep you safe and healthy are carried out
- You take responsibility for the quality of what you buy
- You keep records of how the money has been spent and show that you have completed what is required.

What must I do?

1. Managing your funding

- People have to enter into a written agreement or contract with Disability Services.

2. What do I need?

- Your signed Individual Plan, and
- A Signed "Acceptance of Grant Funds Terms and Conditions form

3. How is the self-management funding provided?

- You will be required to open a separate bank account to receive your self-managed NDIS in WA funds.
- The funding is put into your bank account for direct payment of the supports that you have purchased.
- The money will be deposited into your bank account based on how well you have been able to manage your money in the past.
- Smaller amounts of money may be put into your bank account more regularly; this can be done until you feel confident to manage larger sums of money to pay for your supports that you have purchased.

Who supports me?

1. Hiring the agreed supports in your Individualised Plan

- You are employing your own support people, you will need to manage each of these people like you are an owner of a business
- You will need to source your own people to support you;
- Interview your selected support workers
- Ask for and check previous workplace references
- Directly supervise your own support workers

2. You will need to pay all of the support people you employ to provide your services;

- Wages
- Taxation
- Superannuation
- Workers Compensation
- This must be done in line with Federal Government and State Government employment regulations.

3. What do I need to do?

- You need to provide yourself and your support workers with a safe work environment
- You need to ensure that your support workers are qualified to provide your support, have a National Police Clearance and if required a Working with Children Card
- You will need to ensure that if you are being transported in the support worker's car or the support worker is driving your car, that the car is registered for business use, has insurance and is road worthy.

4. Can I hire family members to provide my support?

- Family members being employed as support workers will only be approved in exceptional circumstances
- Families already provide help to individuals, employing family member can negatively affect the relation

- You can also contact your Local Coordinator for advice on how to manage the support being provided.

How do I receive the funding?

1. Receiving your Individual Plan Funding from NDIS in WA

The funding will be deposited into your individual self-managed funding bank account for you to make direct payment of the support that you have purchased.

2. Accountability

- All funds provided through the NDIS in WA must be accounted for
- You must prove that the funds have been used as agreed
- You must keep proper records to show how the funding is spent
- Your Local Coordinator can help to show how to record that the funding has been spent for supports in your Individualised Plan.

3. Administration costs – computer, telephone, printing

- You will not be provided a computer, telephone or printing, these expenses are to be paid by you.
- These are no additional funding to cover the cost of administering your NDIS in WA self-managed funding.
- Your Local Coordinator can advise you on the additional costs that you will incur for self-management of your Individualised Plan.

Quality of supports being provided

1. Keeping safe and protected

- When you are self-managing your NDIS in WA it is up to you to manage all aspects of your supports;
- Your human rights
- Your wellbeing
- Your choices and your control

2. Service Quality when managing your NDIS in WA Funding

- Are the supports/care helping me to reach the goals that are in my plan?
- Am I and my support worker safe in the way that supports help are being given to me?
- Is the care focused on my needs, is the care discussed with me and is the care flexible to meet my changing needs?
- Am I being treated with dignity and respect?

3. When supports are not going well when managing your NDIS in WA Funding

- If you think that the support is not going well with the support worker you will need to speak with the support worker.
- Resolve any conflicts of interest that may arise during the support.

Who do I speak to?

- As a first step, decide with your family and your Local Coordinator if you would like to manage your NDIS in WA funds. You will get supported as much or as little as you need during this planning process.
- If you need an Interpreter to help you communicate ask for Interpreter when you make an appointment to meet your Local Coordinator.
- If you would like to have a trusted friend, family member or an Agency Representative present you can let your Local Coordinator know who this person is and bring them along to the meeting.

What is the telephone number?

1800 996 214 (Free call)

Leisa Musham 0419 138 982 for more information



Government of Western Australia
National Disability Insurance Scheme

Supported by Department of Communities, (Disability Services)