


NDIS Pre-Planning Guide

Let's achieve your NDIS goals, together.





We all have hopes and dreams, but sometimes they can be hard to reach on our own.

Let's achieve yours, together.



About this Guide

This Pre-Planning Guide has been developed by Baptist Care SA, to help put you front and centre of your life.

It will help you to:

- prepare for your planning meeting with the NDIA
- think about who you are
- think about what you enjoy doing
- identify your goals and things that are important to you.

These things will help to build the best possible NDIS plan for you.

What is an NDIS Plan?

Your NDIS plan is all about you and your individual goals.

It outlines your goals and the supports you will receive from the NDIS, the community and other government supports to help you achieve those goals.

The goals in your plan will be matched up with different funded supports.

How to use this Guide

Before you get an NDIS plan, you will need to prepare for a planning and assessment meeting with the National Disability Insurance Agency (NDIA).

Fill out this Pre-Planning Guide and take it with you to your planning meeting. If you need help to fill out this Guide, you can ask someone that you know and trust. You can also call our Client Engagement Team. You don't have to fill out this Guide all at once. Not all questions may be relevant to you.

At your planning meeting, you can talk to the NDIA about what you are doing now and what you might want to do in the future. We call these your goals. The NDIA will get to know you and your goals and the support you need to reach your goals.

Need help?

If you have any questions about the NDIS process, we are here to help.

Call the Baptist Care SA Client Engagement Team:

T: **(08) 8273 7190**

E: **ndis@baptistcaresa.org.au**

The NDIS Process



Check the NDIS website (ndis.gov.au) to check if you are eligible for NDIS services.



If so, contact NDIA for an Access Request Form, or download from NDIS website. Submit form.



Prepare for your planning meeting. This guide will help you.



If access request is granted, you will be contacted by the NDIA or your Local Area Coordinator.
Note the date, place and time to attend your planning meeting.



Attend your planning meeting.



Receive your approved NDIS plan.

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About Me:

My Name:

My Date of Birth:

My Country of Birth:

My Address:

My Phone Number:

My Email:

My NDIS Participant Number (if known):

The Disability / Disabilities I have:

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My Support People:

Support Person #1

Name:

Relationship to Me: (Nominee / Carer / Other)

Telephone Number:

Email:

Postal Address:

Support Person #2

Name:

Relationship to Me: (Nominee / Carer / Other)

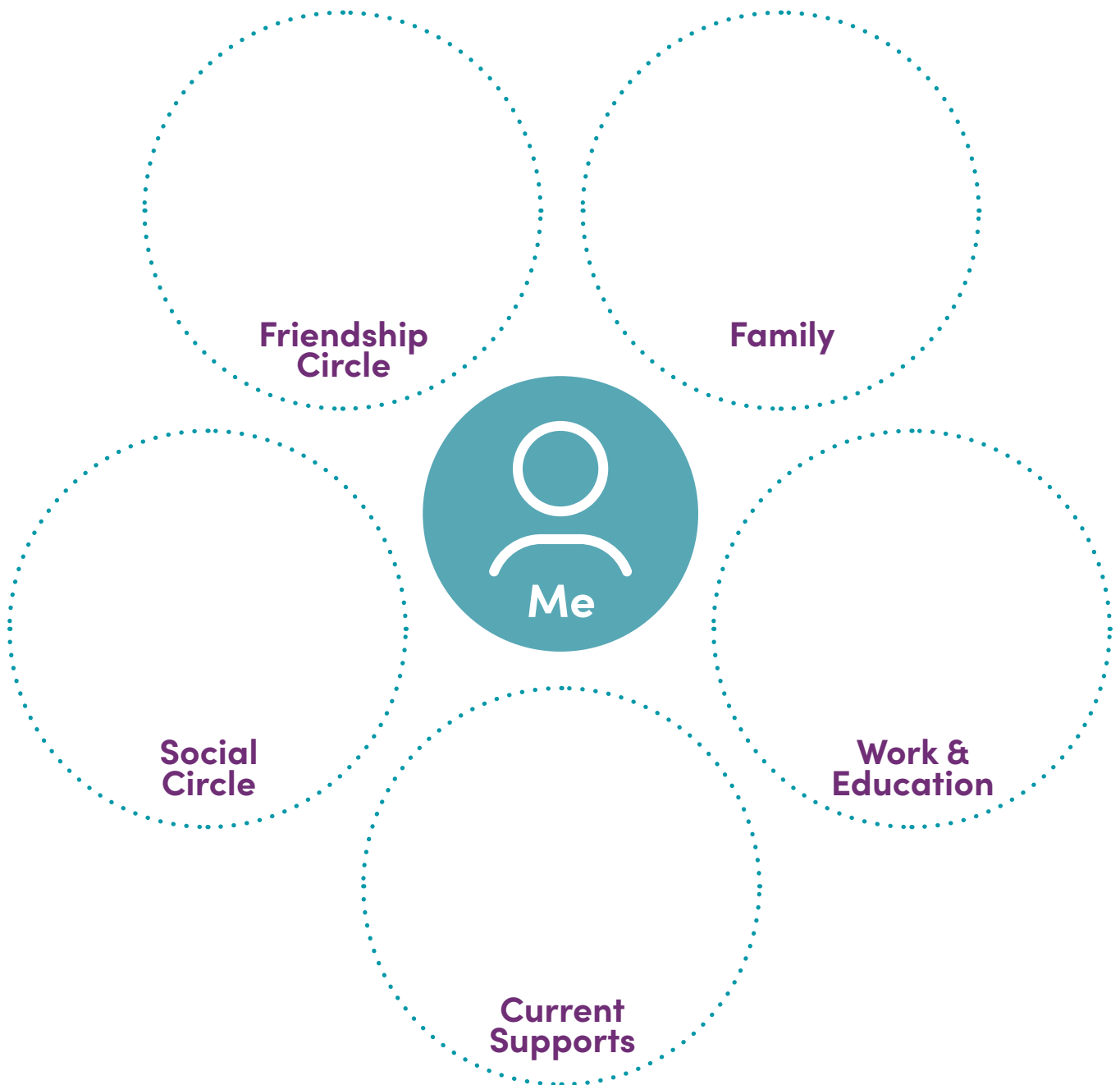
Telephone Number:

Email:

Postal Address:

My Relationships:

Who are the most important people in my life.



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My Health & Wellbeing:

What is going well with my health:

What is not going well with my health:

My health concerns :

What I'd like to improve about my health:

My Daily Life:

Information about your daily routines, interests, support systems and the people in your life now:

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Other Things About Me:

Important things to me:

What I like about myself:

What others like about me:

How to best support me:

My Supports:

What specific services and supports make a difference and are important to you.

My supports:	Why is it important?
Activities and Programs:	
eg. Going shopping.	eg. Allows me to buy my weekly groceries.
Supports and Services:	
eg. Someone who looks after me.	eg. Helps me with my daily routines.
Equipment:	
eg. Needing a hearing aid.	eg. Allows me to talk with my family and friends.

My Week:

What do you do, where do you go, hobbies or activities?

Day:	Morning	Afternoon	Night
Monday:			
Tuesday:			
Wednesday:			
Thursday:			
Friday:			
Saturday:			
Sunday:			

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My Decision Making:

What you need to know about how I communicate:

How I want to be involved in decision making:

People in my life who make the final decisions:

Who I want to support me in planning meetings:

My Goals:

Think about your goals.

What could work better in your daily life:

What things would you most like to change:

What things would you like to do with less help from others:

What is something new that you would like to try:

Short Term Goals:

Which goals are most important to you in the next 12 months.

Your Goals:	What supports do I need to achieve these?
eg. I'd like to go out more and make more friends.	eg. A Support Worker who understands me and my interests.

Long Term Goals:

Which goals would you like to achieve in the next 5 years?

Think about how you'd like your life to be in the future.

Your Goals:	What supports do I need to achieve these?
eg. Living independently in my very own home.	eg. Someone who can help me find a home and teach me how to look after it.

Things That Might Change:

Think about things in your life that might change in the next 12 months.

Things that might change:	What support will I need if that change happens?
eg. Finish school, moving out of home.	eg. Help with a resume and help to find new transport routes.

Possible Barriers:

Think about possible barriers to achieving your goals. How can we overcome them?

Your Goals:	What supports do I need to achieve these?
eg. Lack of confidence.	eg. Encouragement to try new things.

What Services do I Need?

This will be covered in your planning with the NDIA. For more information, visit the NDIS website: www.ndis.gov.au/



How do I want my NDIS Funds to be Managed?

Tick your preference:

- Self Managed (manage my own funds or have a carer / nominee do it)
- Plan Managed (get a professional to do it)
- Agency Managed (Let the NDIA do it)
- A combination of these options

Things to bring to the planning meeting:

- Medical or diagnostic reports relating to your primary disability
- Services Summaries or reports from current service providers (if relevant)
- Legal documentation if relevant
- Other information which supports your request
- Baptist Care SA Pre-Planning Guide
- Proof of identity such as a driver's licence or passport
- A list of any aids or equipment you require
- MyGov login and password
- Your bank account details, if you think you want to self manage your plan

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Notes:

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Questions or Concerns I'd Like to Ask About:

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Let's make life better, together.

When you select Baptist Care SA as your registered NDIS provider, we work with you to get the best out of your plan. You'll have a carer you can count on and you'll feel safe and comfortable.

We listen to you to gain an understanding of your needs, then help you to find ways to work towards meeting those needs, whether it's:

- support in your daily life
- assistance to join in with your community
- help in building positive relationships
- or ways to improve your health and wellbeing



“ I think Baptist Care SA has a really good sense of matching up the right Support Worker. We’ve felt that it’s been really effortless from the first visit. It’s one of the many things that Baptist Care SA have done really well.”

Tegan, mother of Baptist Care SA
Disability Pathways client

Who are we?

Since our humble beginnings in 1913, we have grown to over 1,200 dedicated staff and volunteers, working tirelessly to help South Australians reach their full potential.

Our focus is on the strength and gifts of each person we work with as we concentrate on meeting immediate needs, building independence and wellbeing, reconnecting people with their community and fostering good relationships.

Learn more about us at baptistcaresa.org.au

“ They listen to you, they’re down to earth, and they’re always there for you.”

Adam, Baptist Care SA
Disability Pathways Client



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