

Melba Planning



An Easy English information sheet



We have Melba planners who can help with your NDIS Plan.

They do this in a way that is **person centred**. This means we



- listen to you



- help you think about what you want from your life.

Our Melba planners will ask you



- What do you want to see and do?
- What changes would you like in your life?
- What personal help do you need every day in your home?
- What therapies do you need?
- What appointments do you have?





- Would you like to work or study?



- What equipment do you need to be as independent as possible?
- How do you get out into the community?
- What help do you need to organise your supports?



Our planners work closely with you to help you reach your goals.

Sometimes you may need to make sure you have other important documents for your NDIS Plan.



These may be documents like reports from your Occupational Therapist or Physiotherapist.

Your NDIS Plan will be looked over once a year. If something changes in your life, you can ask to have your NDIS Plan looked over earlier.



You can have an **advocate** to be part of this. An advocate is someone you know and trust.



To find an independent advocate, call the Disability Advocacy Resource Unit on

03 9639 5807 or visit

www.daru.org.au/organisation-type/individual-advocacy.



You can call our planners on

03 9212 0100 to talk about your NDIS Plan.

A Plain English information sheet

The National Disability Insurance Scheme (NDIS) is person centred. This means that the person with the disability is at the centre of all support provided.

All decisions are made together with the person and their family or advocates with the best interests of the person in mind.

Once a person is eligible to be a participant in the NDIS, the steps to create their NDIS Plan starts.

The key to a successful NDIS Plan is to firstly help each person to identify their goals.

The next step is to then help each person understand the “reasonable and necessary” supports to help them achieve their goals. Reasonable means something is fair. Necessary means it’s something an individual must have.

It is important to gather evidence from the medical, allied health, other professionals or organisations. This may include Occupational Therapist reports or Physiotherapist reports that support an NDIS Plan application.

NDIS plans are usually reviewed once every year as a person’s circumstances and goals can change.

A person can request an early plan review if something changes in the person’s life.

We have a highly trained and experienced Planning Team who can help each person supported with their NDIS planning.

Our Planning Team will:

- Work with each person and their family, advocates and carers to understand:
 - their individual goals;
 - current challenges and activities;
 - important people in their life;
 - equipment they may need;
 - their current supports; and
 - what needs to be put in place to help them to achieve their goals.
- Work with the person and their families and/or advocates to provide living experiences that is unique to each person.
- Work closely with other organisations to achieve the best outcomes for each person. This includes encouraging independence, as well as valued roles and activities for people.

People supported may choose to have other people involved in the planning process.

Key workers assist the people we support on a daily basis either at home, at a day service or in the community are important in this process. These key workers know the person well and understand their personal needs. They can also offer support and thoughts into the things the person likes to do on a daily basis.

Each person can also contact an independent advocate, or organisation offering an independent advocacy service.

We encourage an advocate to join the planning process to support the person to get the best outcome possible.

To find an independent advocate, please contact the **Disability Advocacy Resource Unit** on **(03) 9639 5807** or go to their website www.daru.org.au/organisation-type/individual-advocacy.

Please feel free to contact our Planning Team on **(03) 9212 0100** to discuss your NDIS Plan.

What do I need to think about when it comes to planning?



Ask my family or an advocate to help with planning

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Call our Planning Team on (03) 9212 0100 to discuss your NDIS Plan.