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Delivered by the
National Disability
Insurance Agency

GPO Box 700
CANBERRA ACT 2601

1800 800 110

[ndis.gov.au](https://www.ndis.gov.au)

Reference: **432215336**



Rebecca Carter
12 Maitland Street
NORAH HEAD NSW 2263

7 July 2023

Dear Rebecca Carter

Bobby's NDIS plan approval

Please find a copy of Bobby's approved National Disability Insurance Scheme (NDIS) plan attached to this letter. The plan started on 7 July 2023 and will be reviewed by 6 July 2024.

How we developed your plan

We considered all the information you provided and the information we discussed during Bobby's planning conversation.

As discussed with you, we are required to ensure that all plan supports meet the reasonable and necessary requirements of section 34 of the National Disability Insurance Scheme Act 2013 (NDIS Act) and Part 5 of the NDIS (Supports for Participants) Rules 2013 (NDIS Rules).

All of Bobby's requests for support and the information provided to us were considered against the requirements of the NDIS Act and NDIS Rules.

It is important to remember that any funding received from the NDIS for supports must be used for that purpose. Rebates or reimbursement from another government department or private health insurance agency cannot be claimed for things that have been purchased using NDIS funding.

You can request an internal review of a decision about this plan within three months of receiving this notice. You can still use Bobby's plan while it is being reviewed. Details on how to request a review are at the end of this letter.

Please note that funds in Bobby's core budget are flexible. This means you can choose how to spend this funding to meet Bobby's support needs.

Plan self-management request

Thank you for your request to self-manage the supports included in this plan.

The NDIS Act 2013 and National Disability Insurance Scheme (Plan Management) Rules 2013 require that we consider whether there would be any risk if you self-manage Bobby's NDIS plan funding for supports.

We have considered all of the information available to make a decision and I am pleased to confirm that your request to self-manage the funding in Bobby's NDIS plan has been approved.

You may request a review of this plan management decision. Details about how to do this are included at the end of this letter.

What you need to do

- 1). Please **read through** Bobby's plan and make note of the "My NDIS contact" listed. We encourage you and Bobby to discuss how they would best like to use their plan funded supports.
- 2). Advise Bobby's **support providers** that they have a new NDIS plan. This may include telling them about any changes to the plan and/or the supports they are providing for Bobby.
- 3). Read the NDIS participant **booklets** to help start using Bobby's plan. You can find and print these from the NDIS website (ndis.gov.au) under "booklets and factsheets", or you can contact us and we can print these for you.

Next steps

Bobby's "My NDIS Contact" will **contact you** about starting to use your plan. They will explain the plan funded supports, answer any questions, and help you to connect to support providers.

In the meantime, if you would like to discuss Bobby's plan, you can ask for their "My NDIS Contact" when contacting us in any of the ways listed under the "we're here to help" section of this letter.

Yours sincerely

Sherab G
Delegate of the CEO
NSW ACT Planning Group A to D
National Disability Insurance Agency

My Branch Manager:
Lianne SHERIDEN
NDIA SES1 State Manager



How to request for your plan approval decision to be reviewed

If you disagree with the decision about Bobby's plan approval you can request the decision to be reviewed within 3 months of receiving this notice.

We're here to help:

Online

- Internet Relay Users relayservice.gov.au
- NDIS mailbox enquiries@ndis.gov.au
- NDIS website ndis.gov.au
- NDIS webchat nccchat.ndis.gov.au/i3root

Phone

- NDIS National Contact Centre **1800 800 110**
- TTY Users **1800 555 677**
- Speak and Listen Users **1800 555 727**
- If you need help with English **131 450**

In Person

- You can also visit a **Local Area Coordinator, Early Childhood Partner** or **NDIS Office** in your area

Have your circumstances changed?

If so, this may affect your NDIS plan or supports. It is important that you contact us about any change in your circumstances.

This change could include:

- compensation you are applying for or have received
- significant changes to your care arrangements
- starting school and/or
- looking for work.

How to request a review of this decision

If you disagree with this decision, you can request an internal review of a decision within three months of receiving this notice.

When asking for an internal review you should explain why you think the decision made is incorrect. The staff member who works on the internal review won't have been involved in the earlier decision. They may want to talk to you as part of this process.



If you would like to request an internal review of a decision, you can do so either:

- Send a letter to:
National Disability Insurance Agency
GPO Box 700
Canberra ACT 2601
- Visit an NDIS office
- Call **1800 800 110**
- Send an email to enquiries@ndis.gov.au

If you request an internal review and are not happy with the decision the Agency makes at that time, you can apply for an external review by the Administrative Appeals Tribunal (AAT).

The NDIS website (ndis.gov.au) provides more information about requesting a review. Search for "Operational Guidelines" and click on the link to "Review of Decisions" to read more.

Thank you and the NDIA looks forward to working with you on implementing Bobby's NDIS plan.



Bobby Carter - NDIS plan

NDIS number: 432215336

My NDIS contact: Jessica W

Early Childhood Coordinator

Lifestart

Phone: 0293640176

Email: jessica.warton@ndis.gov.au

NDIS plan start date: 07 July 2023

NDIS plan review due date: 06 July 2024

A National Disability Insurance Agency (NDIA) representative will contact me about my plan review before my plan review due date.



PERSONAL INFORMATION - CONFIDENTIAL

Bobby's profile

What I want people to know about me

Date of birth

07 January 2019

Preferred contact method – email

rebecca_smith@live.com.au

About me

Bobby lives at home with his mother Rebecca, father Andrew and 2 older brothers Kody and Chayce.

Bobby currently attends Toukley Preschool Kindergarten 2 days a week. Bobby enjoys being pushed on the swing, swimming and laying in his mum's bed and watching youtube.

Family and friends

- Bobby is supported by his mother Rebecca, father Andrew and two older brothers Kody and Chayce.

Services and community involvement

- Bobby currently attends Toukley Preschool Kindergarten 2 days.
- Bobby is supported by his GP Dr Michael at Toukley Family Practice.
- Bobby is supported by his Paediatrician- Dr Safak Goktogan
- Bobby attends swimming lessons once a week.

PERSONAL INFORMATION - CONFIDENTIAL

Bobby's goals

This is what I want to achieve

Short-term goal

Rebecca and Andrew would like for Bobby to increase his self-care skills so that he can become independent in his daily tasks consistently.

| How I will achieve this goal | How I will be supported |
|--|--|
| Bobby will, for example, be able to, tolerate a wider variety of foods, begin to consistently dress himself and begin to tolerate brushing his teeth and having his hair washed and brushed. | <ul style="list-style-type: none">Bobby will continue to be provided with opportunities at home, in early childhood settings and in the community to practice skills and strategies to support the goal. There will be a plan in place that assists Bobby and his parents to achieve the goal. |

Short-term goal

Rebecca and Andrew would like for Bobby to develop his language and communication skills so that he can identify his needs and wants and communicate with those around him clearly across his environments.

| How I will achieve this goal | How I will be supported |
|---|--|
| Bobby will, for example, begin to develop his speech sounds, speak using full and complete sentences and begin to ask and answer questions. | <ul style="list-style-type: none">Bobby will continue to be provided with opportunities at home, in early childhood settings and in the community to practice skills and strategies to support the goal. There will be a plan in place that assists Bobby and his parents to achieve the goal. |

Medium or long-term goal

Rebecca and Andrew would like for Bobby to build on his physical development so that he can participate in play and learning opportunities consistently across his environments.

| How I will achieve this goal | How I will be supported |
|---|--|
| Bobby will, for example, be able to increase his balance and coordination skills, increase his postural strength and stability, increase his muscle tone, begin | <ul style="list-style-type: none">Bobby will continue to be provided with opportunities at home, in early childhood settings and in the community to practice skills and |

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| How I will achieve this goal | How I will be supported |
|---|---|
| to walk longer distances, develop a functional grip and maintain correct orientation of a pencil and use appropriate pressure to create markings. | strategies to support the goal. There will be a plan in place that assists Bobby and his parents to achieve the goal. |

Medium or long-term goal

Rebecca and Andrew would like for Bobby to develop his emotional skills so that he can participate in daily life across his environments.

| How I will achieve this goal | How I will be supported |
|--|--|
| Bobby will, for example, begin to recognise and respond to social cues, begin to advocate for himself and identify his emotions through words. | <ul style="list-style-type: none"> Bobby will continue to be provided with opportunities at home, in early childhood settings and in the community to practice skills and strategies to support the goal. There will be a plan in place that assists Bobby and his parents to achieve the goal. |

Medium or long-term goal

Rebecca and Andrew would like for Bobby to develop his social skills so that he can build and maintain meaningful relationships with others in his daily life.

| How I will achieve this goal | How I will be supported |
|--|--|
| Bobby will, for example, be able to initiate and join in established play, share and take turns, play happily with others and begin to make friends. | <ul style="list-style-type: none"> Bobby will continue to be provided with opportunities at home, in early childhood settings and in the community to practice skills and strategies to support the goal. There will be a plan in place that assists Bobby and his parents to achieve the goal. |

Medium or long-term goal

Rebecca and Andrew would like for Bobby to build on his cognitive development so that he can participate in play and learning opportunities.

| How I will achieve this goal | How I will be supported |
|---|--|
| Bobby will, for example, begin to act in an | <ul style="list-style-type: none"> Bobby will continue to be provided |

PERSONAL INFORMATION - CONFIDENTIAL

How I will achieve this goal

age-appropriate manner, increase his focus and attention to tasks, follow 2 step instructions and begin to recognise and write his name.

How I will be supported

with opportunities at home, in early childhood settings and in the community to practice skills and strategies to support the goal. There will be a plan in place that assists Bobby and his parents to achieve the goal.

Funded supports information

My funded supports can help me achieve my goals

Managing my NDIS funding

There are 3 different ways my plan funding can be managed:

- **Self-managed:** I will claim funding from my NDIS plan to pay providers myself or my plan nominee or child representative may do this on my behalf. Providers will invoice me directly for supports I have agreed they will provide.
- **Plan-managed:** My plan management provider will make claims and pay providers on my behalf for supports I have agreed they will provide.
- **NDIA-managed:** Providers will claim payment directly from my NDIS plan based on active service bookings. Where supports are NDIA-managed, I can only use an NDIS registered provider.

My funding may be managed in one or more of these ways and is listed with my funding on the following pages.

Stated Supports

Where a support is listed as 'stated' in my plan, I must purchase this support as described in my plan. I cannot swap 'stated' supports for any other supports.

In-Kind Supports

Where a support is listed as 'in-kind' in my plan, I must continue with my existing service provider as they have been pre-paid to deliver this service. However, if I have a concern about using my in-kind provider I can raise my concerns with my NDIS contact.

Quote Required

Where a support is listed as 'quote required' additional information such as quotes and/or specialist reports will be required. Once the quote is approved, the funding will be made available in my plan.

Total funded supports \$20,271.96

For 07 July 2023 – 06 July 2024

Capacity Building Supports

My Capacity Building supports are intended to build my independence and reduce my need for the same level of support into the future. My progress and outcomes from these supports will be shared at each plan review.

Unlike my Core Supports budget, my Capacity Building Supports budget cannot be moved from one support category to another. Funding can only be used to purchase approved individual supports that fall within that Capacity Building category.

Goal/s my Capacity Building Supports funding can help me achieve:

- Rebecca and Andrew would like for Bobby to increase his self-care skills so that he can become independent in his daily tasks consistently.
- Rebecca and Andrew would like for Bobby to develop his language and communication skills so that he can identify his needs and wants and communicate with those around him clearly across his environments.
- Rebecca and Andrew would like for Bobby to build on his physical development so that he can participate in play and learning opportunities consistently across his environments.
- Rebecca and Andrew would like for Bobby to develop his emotional skills so that he can participate in daily life across his environments.
- Rebecca and Andrew would like for Bobby to develop his social skills so that he can build and maintain meaningful relationships with others in his daily life.
- Rebecca and Andrew would like for Bobby to build on his cognitive development so that he can participate in play and learning opportunities.

My Capacity Building funding can be spent in the following ways:

| Capacity Building Supports | Budget |
|---|-------------|
| Improved Daily Living (CB Daily Activity) | \$20,271.96 |

PERSONAL INFORMATION - CONFIDENTIAL

| Capacity Building Supports | Budget |
|--|--------------------|
| <p>This funding is for capacity building - early childhood supports. To achieve the best outcomes it is important that these supports are delivered within the home and community, by early childhood professionals. These professionals should have a Bachelors degree or higher and have registration or membership with relevant professional bodies, such as an occupational therapist, speech pathologist, physiotherapist, psychologist, social worker, early childhood teacher and developmental educator.</p> <p>Professionals should use a best practice model, all working together as a team with your family to pursue your goals for your child and preferably using a key worker model. It is expected the supports are delivered in line with the NDIS Commissions NDIS Practice Standards and Quality Indicators for Early Childhood Supports, the NDIS Code of Conduct and the NDIS Pricing Arrangement and Price Limits.</p> <p>This funding includes time for professionals to build the capacity of those supporting your child at home, preschool and school. It is expected that an annual progress report on your child's outcomes will take your providers approximately 6 hours as per the Guide per year and it is strongly recommended they collaborate to use the NDIS early childhood provider report form.</p> <p>The funding in this budget is to be used across the full plan period. Therefore, you need to ensure you manage the budget, and set a monthly amount against your capacity building budget, to provide your child with the necessary supports until the plan reassessment.</p> <p>My Improved Daily Living funding will be:</p> <ul style="list-style-type: none"> · \$20,271.96 Self-managed | |
| Total Capacity Building Supports | \$20,271.96 |

Find out more

Who to contact if I need information or help with my plan

My NDIS contact:

Jessica W
Early Childhood Coordinator
Lifestart
Ph: 0293640176
E-mail: jessica.warton@ndis.gov.au

My next plan review due date:

06 July 2024

A National Disability Insurance Agency (NDIA) representative will contact me about my plan review before my plan review date.

Booklet 3 - Understanding your NDIS plan

I can refer to Booklet 3 to help me understand my NDIS plan and how to use funding, arrange supports and services and work toward my goals. It will also help me review my goals and prepare for my plan to be reviewed. If I do not have a copy, I can ask my NDIS contact or visit the NDIS website.

Important changes

If something important changes or is going to change (e.g. I move house, start work or school, if I get or may get compensation relating to an injury, or if my goals change) I will notify my NDIS contact.

For general enquiries, contact the NDIA

| | |
|---|---|
| Call NDIA | 1800 800 110 |
| If I use a TTY | 1800 555 677 and ask for 1800 800 110 |
| If I use Speak and Listen (speech-to-speech relay) | 1800 555 727 and ask for 1800 800 110 |
| If I use the National Relay Service | www.relayservice.gov.au and ask for 1800 800 110 |
| If I need help with English | TIS 131 450 |

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