

A Participant's NDIS Access Journey:

From eligibility and access to becoming an NDSP Plan Managers client



Applying to the NDIS

Obtain an [Access Request Form](#) from your local NDIS office, the NDIS website, or by calling the National Contact Centre on 1800 800 110.

Complete the form. A treating healthcare professional can assist with completing the section regarding your diagnosis.

Submit the form to the NDIS.

Access Outcome

You will receive a [Letter from the NDIS](#) advising you of your access request outcome.

If **No**, you can appeal the decision where Advocacy support is available.

If **Yes**, you will be contacted for a planning meeting (usually by a Local Area Coordinator).

You **Choose** who attends this meeting, where and how it takes place and how it is conducted.



Requesting Plan Management

Plan Management costs you **nothing** it gets added to your plan (Choice & Control budget).

Plan Management gives you greater [choice and control](#) without the hassle and administrative burden of self-managing funds.

NDIS Planning Meeting

You will be able to [Endorse a Plan Manager](#) at your planning meeting.

Be prepared to discuss how your disability affects your daily life, as this is what the NDIS funds.

Set your [goals](#) and discuss what supports are needed to achieve them.

Have copies of [evidence](#) to provide to the NDIS Representative.

Ensure your support network is with you – take whoever you want!

How to Endorse a Plan Manager

Endorsing a plan manager is easy. During your planning meeting, just provide your NDIS representative with the [name of the plan manager](#) and their [NDIS Registration Number](#). If you would like to [endorse NDSP](#) as your plan manager, provide the following details to your NDIS representative.

NDSP Plan Managers (National Disability Support Partners)

NDIS registration number: 4050019899

