

Easy English Guide

About Plan Management

About this book



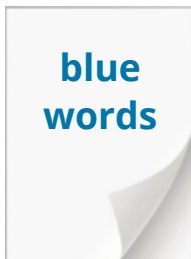
This book is about choosing who looks after your **NDIS** money.

This means choosing who

- makes sure your service providers get paid

and

- looks after your information and paperwork.



Some words in this book are in **blue**. You can find out what these words mean on the back page of this book.

Who can look after my NDIS money?



You can choose who looks after your NDIS money.

There are three choices.

Your choices are

- Plan Management
- NDIS management
- Self management

About Plan Management



A **Plan Management** service like Plan Partners can help you look after your **NDIS** money.



If you choose a **Plan Management** service like Plan Partners you get a **Plan Manager** who supports you.

We do things like

- pay **invoices**
- do the **paperwork** and
- keep **records** about your **NDIS** money and how much you have spent.



You can choose the **service providers** you want. Your **service providers** can be **registered** with the NDIS or not.

Do I have to pay for Plan Management?



No. You can ask the [NDIS](#) to add [Plan Management](#) in your [NDIS plan](#). You don't have to pay for it yourself.

Everyone who asks for [Plan Management](#) can get it included.

About NDIS management



You can ask the [NDIS](#) to

- look after your [NDIS](#) money, and
- pay your [service providers](#).

If you ask the [NDIS](#) to do these things for you, you can only use service providers who are [registered](#) with the NDIS.



You will still have to:

- keep [records](#) of how much you have spent
- look after how services are delivered to you.

Self management



This means looking after your NDIS money yourself.

If you choose self management, you must:

- pay your own **invoices**
- then get the money back from the **NDIS**.



It is also up to you to:

- keep all your **NDIS invoices**
- go to the **NDIS** website to file your **invoices**

How do I choose who should look after my NDIS money?



It's up to you. Different choices suit different people.



A lot of people choose **Plan Management** because it

- saves time
- means less work for you
- gives you more choice.



Before you decide who you want to look after your NDIS money you should think about

- your **goals**
- what support you need
- if you are happy to spend time looking after your **NDIS** money yourself.

How can Plan Partners help me?



Plan Partners is a Plan Management service.

We have helped many people all over Australia with their [NDIS plans](#).



As your [Plan Manager](#) we can:

- look after your [NDIS](#) money
- pay your support [invoices](#)
- look after your [NDIS paperwork](#)
- keep [records](#) about what happens with your NDIS money.



Plan Partners is a great partner because we:

- deliver what we promise
- know what we do
- have years of experience
- give you more choice
- only work for you
- are here for you



What do these words mean?

goals	Things that you want to do now or in the future.
invoice	A bill for your support services. It says how much you need to pay for your support services.
NDIS	National Disability Insurance Scheme. This is the new way the government supports people with disabilities.
NDIS plan	The plan the NDIS puts together, that says: <ul style="list-style-type: none">• what your goals are• what support you need to achieve your goals• how much money you can get to spend on those things
paperwork	Forms and information. These are often written on paper but they can be digital (like on a website). The official papers that are needed for something to happen or get done.
Plan manager	A person who helps you look after your NDIS money

Plan Management	A service that helps you look after your NDIS money
records	<p>Papers or documents that show that something has happened.</p> <p>For example a receipt that shows you paid for something, or a form you signed to say you agree to something.</p>
registered	<p>When information about a person or service is kept by an organisation.</p> <p>For example if a service provider is registered with the NDIS it means the NDIS</p> <ul style="list-style-type: none"> • has their information, and • agrees they can give people services.
service agreement	<p>An agreement between</p> <ul style="list-style-type: none"> • you, and • a service provider <p>about how they will</p> <ul style="list-style-type: none"> • support you, and • work with you.
service provider	<p>An organisation that provides a service.</p> <ul style="list-style-type: none"> • For example a disability service provider supports people with disability.

How can I find out more?



You can ask us questions about

- the NDIS
- and
- what Plan Partners can do for you.

You can contact us by:

Phone 1300 333 700

Email info@planpartners.com.au

Website planpartners.com.au