# Checklist: plan implementation meeting

This checklist will help youprepare for your plan implementation meeting.

If you need more information or support, please contact us:

* visit the [office location](https://ndis.gov.au/contact/locations) page on the NDIS website
* call us on **1800 800 110**
* send us an email at [enquiries@ndis.gov.au](mailto:enquiries@ndis.gov.au).

For more information read, the [using your plan fact sheet](https://www.ndis.gov.au/about-us/publications/booklets-and-factsheets#using-your-ndis-plan), or visit the using your plan page on the NDIS website.

## Checklist

* I have a copy of my approved [NDIS plan](https://ourguidelines.ndis.gov.au/your-plan-menu/your-plan).
* I have asked for a [plan implementation meeting](https://ourguidelines.ndis.gov.au/your-plan-menu/your-plan/how-do-you-start-using-your-plan).
* I have the details for my NDIS contact and know the arrangements for my plan implementation meeting.

**I know what questions I want to ask at my plan implementation meeting, like:**

* How my funding is structured and the [kinds of supports](https://ourguidelines.ndis.gov.au/your-plan-menu/your-plan/what-supports-can-you-buy-your-ndis-funding) I can buy.
* How to keep my budget on track.
* How to [find](https://www.ndis.gov.au/participants/working-providers/find-registered-provider/provider-finder) and choose providers.
* When do I need to [use a registered provider](https://ourguidelines.ndis.gov.au/your-plan-menu/your-plan/what-supports-can-you-buy-your-ndis-funding/when-do-you-need-use-ndis-registered-providers).
* How to use the [my NDIS participant portal or my NDIS app](https://www.ndis.gov.au/improvements/new-participant-portal-and-app).
* How to pay for my supports (for self-managed participants).
* How to pay for my supports (for plan or NDIA-managed participants).
* My other questions for my plan implementation meeting are:

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## National Disability Insurance Agency

[ndis.gov.au](http://ndis.gov.au/)

Telephone 1800 800 110

Webchat [ndis.gov.au](http://ndis.gov.au/)

Follow us on our social channels

[Facebook](https://www.facebook.com/NDISAus), [Instagram](https://www.instagram.com/ndis_australia/), [YouTube](https://www.youtube.com/user/DisabilityCare), [LinkedIn](https://www.linkedin.com/company/national-disability-insurance-agency)

**For people who need help with English**

**TIS:** 131 450

**For people who are deaf or hard of hearing**

**TTY:** 1800 555 677

**Voice relay:** 1800 555 727

**National Relay Service:** [relayservice.gov.au](http://relayservice.gov.au/)