**Managing your plan transcript**

This video explains the different ways NDIS plans can be managed

to help you make a decision that is right for you.Once you access the NDIS as a participant, you will need to decide how you would like to manage your NDIS plan.

There are three ways that you can manage your plan -

self-management, plan management

and NDIA management, also known as agency-managed.

How you want to manage your plan is an important decision. You can choose one option or a combination of these options. For example, this could mean you may choose to self-manage

one part of your plan and have the other parts of your plan managed by the NDIA. If there is a change in your circumstances, you can always change the way you manage your plan or choose to manage your plan differently at your next plan review.

Option 1:

choose to self-manage your plan

When you self-manage your plan, you or your nominee are responsible

for choosing your service providers - these are the people to deliver your supports and services.

Discussing the price of your services and supports with your providers -

you have the flexibility to pay more or less than the NDIS Price Guide for the services you want.

Tracking your budgets and how much you spend.

Paying invoices.

Record keeping, such as keeping all your invoices and receipts for five years.

Meeting your employer obligations

if you choose to employ or contract your own staff.

And participating in audits as required by the NDIA,including reporting on your NDIS budget

and providing evidence of what you have spent your budget on and when.

Self-managing your plan gives you more flexibility than other types of plan management

because it gives you the option to choose the service provider you wish to work with.

They can be registered or non-registered NDIS providers. You can choose to manage your own budget and use savings to buy other supports such as additional therapy or assistive technology, employ or contract your own staff directly, or have someone employ staff on your behalf.

If you self-manage part or all of your plan, you can choose to engage service providers to help you. For example, you may choose to employ someone to help you with record keeping or financial reporting.

Option 2: Choose a plan-manager

to manage your plan

When your plan is plan-managed, it means that you choose a plan manager to help you look after the service agreements you have with your providers and to help with the financial

responsibilities of your plan. You might choose a plan manager if you want to have some of the

flexibility of a self-managed plan, such as using non-registered providers, but want help with

your financial responsibilities. Your plan manager will manage your NDIS budget, so they must be a registered NDIS provider. This means they have the correct qualifications, training and safety checks in place.

A plan manager will help you to understand the types of supports you can purchase with your NDIS plan, manage your budgets, track and inform how much you spend, understand the prices you can pay for your supports and pay your invoices, keep track of your records, such as invoices and receipts, and provide financial reports to you.

If you have a plan manager manage your plan, you will still select your service providers,

discuss how much you are willing to pay for services within the Price Guide limits, and track your budget and spending in the myplace participant portal.

Option 3: Choose NDIA-managed

The last option is NDIA-managed, or also known as agency-managed. This is where

the NDIA will look after the financial responsibilities of your plan.

Being NDIA-managed means more structure in how you find and pay for your supports

through NDIS registered providers. The NDIA will pay your invoices, manage your funding and keep records of what you have spent, and take care of financial reporting for you.

You can choose your supports from NDIS registered providers, discuss the price of your services and supports with your providers using the Price Guide limits, and track your budget and spending in the myplace participant portal. Whether you choose to be self-managed, plan-managed or NDIA-managed, you have the option to manage your plan in a way that is right for you.

For more information about

the different plan management types,

visit

www.ndis.gov.au/manage-your-funding

or contact your NDIS representative.