On this page:

What a plan reassessment is
What a plan reassessment is for
What asking for a plan reassessment is like

What a plan reassessment is

A plan reassessment is when you need a new plan with different NDIS supports.

You may need a plan reassessment if your situation has significantly changed and your current plan doesn't meet your needs.

What a plan reassessment is for

There might be times in your life when your support needs significantly change and your plan no longer meets your needs. You might need more, less or different NDIS supports.

This could be ongoing changes to your:

- ability to do daily activities
- living arrangements, education, work or help from others.

We may contact you about a plan reassessment if:

- you are coming to the end of your current plan and you need significant changes
- we have information that your support needs have changed.

You can also request a plan reassessment if your situation has significantly changed your needs.

What asking for a plan reassessment is like

Complete the plan reassessment request form

You, your plan nominee or child representative must give us a completed plan reassessment request form when you ask for a significant change to your plan.

You can't give consent to someone else, like a provider, to ask for a plan reassessment.

You can speak to your my NDIS contact or contact us if you need help completing the form.

You only need to use this form when you need significant changes and you don’t have a regular check-in coming up.

Plan reassessment request form

Download the plan reassessment request form:

- Plan reassessment request form (DOCX 125KB)
- Plan reassessment request form (PDF 619KB)

We need evidence to reassess your plan

You need to give us evidence when you ask for a plan reassessment.

The information and evidence must show a significant change to your ongoing support needs. This may include assessments, reports or other evidence from your treating healthcare professionals, therapists or support workers.

It must also be recent evidence, which usually means:

- within 4 months of the date you ask us to reassess your plan
- after the date your current plan was approved.

Your my NDIS contact can help you gather the information and evidence we need to reassess your plan. They may do this during your check-in, if you have one.

Learn more about how to gather evidence.

> **Tip: Make sure you’ve included all the right information.**
>
> We can only consider your request if it comes on the right form, includes evidence and comes from you, your nominee or your child representative. We’ll let you know if we need more information before we can accept your request.

Send us your information

You can give us your complete form and evidence by:

- using our service hub
- mailing it to NDIA, GPO Box 700, Canberra ACT 2601
- delivering it in person to your my NDIS contact or local office.

We'll review your information and evidence

When considering if we'll do a plan reassessment, your NDIA planner will review:

- your current plan and NDIS supports and how you've used them
- the information and evidence you've given us
- how you use community and mainstream supports and services
- the change you've asked for and if this is an NDIS support
- how your plan works as an overall package of NDIS supports
- how your NDIS supports will help you work towards your goals.

You can continue to use your current plan while we decide whether to do a reassessment.

What happens after a plan reassessment

There are 3 possible outcomes from your plan reassessment.

We decide not to reassess your plan

This may happen when the information and evidence you've given us doesn't show there's been a significant and ongoing change to your needs.

We decide to reassess your plan

We'll reassess your plan with you. We'll look at the NDIS supports you need to meet your disability support needs.

We'll send you a copy of your new plan within 7 days of your plan being approved, after we reassess your plan.

We decide to vary your plan

We may decide to make changes to vary your plan if your current plan is mostly working for you and we think it matches your situation, support needs and goals.

We can vary your plan without doing a full reassessment.

If you don't agree with our decision

If we make a decision about your plan you don’t agree with, you can request an internal review of decision.

Related information

How to prepare for a plan reassessment

What is a check-in

What are examples of disability evidence

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