

Where to find what is classed as a disability under the NDIS (eligibility)

- See list A - conditions which are likely to meet the disability requirements and list B - permanent conditions for which functional capacity are variable and further assessment of functional capacity is generally required at sections 14 & 15 here <https://www.ndis.gov.au/about-us/operational-guidelines/access-ndis-operational-guideline>. Note also that there is a new guideline for the assessment and diagnosis of autism which needs to be evidenced when making an application for a child/young person with autism. You can find more information on the 'news' page of the NDIS website.

How to make an application to the NDIS

- First read the information above on 'what is classed as a disability under the NDIS' to make sure that the child or young person will likely meet the 'disability requirements' eligibility criteria. If you believe that they will then call 1800 800 110 and ask for an Access Request Form (ARF) for the child/young person. Complete the ARF, attach the required documentation to demonstrate eligibility (see <https://www.ndis.gov.au/applying-access-ndis/how-apply/information-support-your-request/providing-evidence-your-disability>) for the types of evidence needed) and send the form to NAT@ndis.gov.au (don't forget to copy yourself in for easy follow up).

How to obtain a copy of an NDIS Plan or other relevant details of a child in the care of the Minister such as who the support coordinator is

- Send an email asking for a copy of the plan or other information to ENQUIRIES.NSWACT@ndis.gov.au advising the name, address, NDIS number (if known), D.O.B of the child and make a statement that the child is in the care of the Minister. You will need to attach a copy of the court orders to prove that the child/yp is in our care. If NGO case managed you will also need to include the letter of authorisation from DCJ. Contact the local EFS team if you don't hear back in a reasonable timeframe (3-5 days) or where there is urgency.

How to obtain a copy of an NDIS Plan or other relevant details of a person who has come to our attention through the child protection frame

- Same as above however instead of attaching a copy of the court orders you will need to attach a DCJ consent for release of information form signed by the parent/formal carer/participant which gives us authority to request this information from the NDIA. It should stipulate that they are giving consent for information to be shared between DCJ and the NDIA, and provide relevant details of the person that the information sharing relates to.

Where to get more information about the interface between the NDIS and FACS – e.g. child protection and out-of-home care (OOHC) along with some handy tools

- You will find a range of really useful resources and information here: <https://www.facs.nsw.gov.au/about/reforms/NDIS>.
- Topics are tailored to DCJ staff and include: *overview of the NDIS *OOHC carer guidelines *caseworker guidelines *NDIS resources *resources for children and young people *NDIS videos.

Where to access core information about the NDIS

- Refer to the NDIS fact sheets and publications page: <https://www.ndis.gov.au/people-disability/fact-sheets-and-publications.html>. Particularly useful documents include short fact sheets on what mainstream systems are responsible for and what the NDIS might cover, what the role of a support coordinator is and other relevant info.

How to get help with anything related to the NDIS when you need it

- The DCJ Engagement team offers a tertiary level support service to all DCJ staff in understanding NDIS systems and processes, and gaining assistance to resolve issues such as occasions where staff believe that plans don't match up to the individual disability support needs of children and young people.