

# **Important Information: NDIS - Assistive Technology Applications**

The NDIS has strict guidelines and processes for the prescription of Assistive Technology (AT) that we must adhere to. This information is intended to help you understand the NDIS processes & timeframes.

#### Some important points to remember:

- Occupational therapists are not employees of the NDIS.
- Occupational therapists are not able to enquire with the NDIS about approvals unless you have given specific, written approval to the NDIS. Generally, the NDIS will contact you, not us.
- The NDIS assesses all applications against their reasonable and necessary guidelines we aim to address the guidelines in our reports.
- Timeframes for decisions by the NDIS are variable anywhere from 1 to 12 months. We have no control over these timeframes.
- You are able to contact the NDIS on **1800 800 110** to find out about the progress of your applications.

## **Goal: Prescription of Complex Equipment (such as a wheelchair)**

Comprehensive OT assessment to gather information about physical needs, goals for the equipment, the home / school / work environment etc

We may have a waiting list. It may take more than one session to gather all the information.

OT will research options and discuss with you to get your feedback.

This could be at another appointment, over the phone or via email, depending on your needs.

The OT will then contact suppliers to book appointment trials. We may need to trial multiple items. We often need to meet with more than one supplier.

Appointment times will depend on the supplier's availability. Many suppliers have a long waiting time for appointments – weeks or months.

The supplier will supply quotes.

This may take several weeks or months.

OT will complete the necessary NDIS application forms.

We aim to complete reports within 2 weeks of receiving quotes.

OT will submit AT request and quotes to NDIS. NDIS will then determine the outcome of the request (approve or decline)

Phone: 1300 855 513

Fax: 02 4201 0196

We cannot predict how long it will take NDIS to review AT requests.

If your application is rejected or is taking a very long time to be considered we can talk through options – please speak with your OT. Please call us on 1300 855 513.

### FACILITATE OCCUPATIONAL THERAPY SERVICES

116 Railway St Corrimal NSW 2518 PO Box 285 Fairy Meadow NSW 2519 ABN: 91 619 482 585

Admin@FacilitateOT.com.au www.FacilitateOT.com.au



# **Important Information: NDIS - Complex Home Modifications**

The NDIS has strict guidelines and processes for the prescription of Complex Home Modifications that we must adhere to. CHMs under NDIS funding major bathroom modifications, wheelchair lifts, removal of walls, widened doorways etc. Generally, access ramps and stair climbers are not CHMs.

### Some important points to remember:

- Occupational therapists are not employees of the NDIS. We are unable to enquire with the NDIS about approvals unless you have given written approval to the NDIS. Generally, the NDIS contacts you, not us.
- The NDIS assesses all applications against their Reasonable and Necessary guidelines. We aim to address these guidelines in our reports.
- Timeframes for decisions by the NDIS are variable anywhere from 1 to 12 months. We have no control over these timeframes.
- We suggest you regularly contact the NDIS on **1800 800 110** about the progress of your applications, once they are submitted.

### **Goal: Prescription of Complex Home Modifications (such as a full bathroom mod)**

Comprehensive OT assessment to gather information about physical needs, the home environment, the equipment used etc

We may have a waiting list. It will take more than one session to gather all the information.

OT will develop DRAFT plans and specifications required to meet your goals, in view of your functional requirements. The DRAFT plans will be provided to you to get your feedback. We may visit for another appointment, or discuss over the phone or via email, depending on your needs.

The OT will contact builders to book joint visits. We must meet with at least two builders. The builder will confirm that plans are feasible and advise on structural work required. The builder may suggest changes to the DRAFT plans.

Some builders charge a fee for consultations.

Appointment times will depend on the builder's availability. Many builders have waiting times of several weeks, up to months.

The OT will make changes to the DRAFT plans to adhere with the builder's advice. The FINAL plans will be sent to the builder.

We aim to complete this within 2 weeks of the builder's consultation.

The builder will supply quotes to the OT.

This may take several weeks or months.

OT will complete the necessary NDIS application forms & reports.

We aim to complete our reports within 2 weeks of receiving quotes.

OT will submit CHM request and quotes to NDIS. NDIS will determine the outcome of the request (approve or reject)

Currently, we cannot predict how long it will take NDIS to review our requests.

If your application is rejected or is taking a very long time to be considered by the NDIS we can talk through your options – please speak with your OT. Please call us on 1300 855 513.

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