

Managing your NDIS funds

The NDIS is designed to put you in control of the funding allocated to pay for your support services and of managing your NDIS money. With NDIS approval and working within their guidelines for what is 'reasonable and necessary', you are able to choose how your funds are spent and select your service providers. While freedom of choice is a positive concept, many people find it difficult and time-consuming to manage the administrative aspects of their NDIS plan. Thankfully, there are options available to help you.

What are my options for NDIS fund management?

There are three options you can choose from:

1. Plan Managed

You can choose to use a professional Plan Management service such as Scarlet Row Plan Management. Plan Managers can support you by taking care of the ongoing administration that comes with managing your NDIS funding. Those who are Plan Managed enjoy greater choice by having access to both NDIS-registered and non-registered service providers. A professional Plan Management service will keep track of your spending and maintain an accurate account of your financial records. Plan Managers also handle claims from the NDIS and process your invoices so your providers get paid promptly.

Plan Management is available to every NDIS participant and it is fully funded by the NDIS - this means it doesn't come out of your supports funding pool. You will need to ask that Plan Management be included in your NDIS plan during your planning meeting. This funding is then allocated to the 'Improved Life Choices' category. Scarlet Row can provide you with a form to request Plan Management with your planner.

2. NDIA Managed

The NDIA is the organisation responsible for the NDIS and you can choose to have the NDIA manage your funds and pay your service providers directly. In choosing this option, you will be limited to using NDIS-registered service providers only. Many service providers, particularly sole traders and independent support workers, are not registered with the NDIS, so you won't be able to access their services. The NDIA will process your invoices, pay your service providers and process claims. The NDIA is less likely to offer additional services such as independent advice on how to spend your budgets and systems to help you keep track of your spending.



Scarlet Row can take the stress out of NDIS Plan Management

3. Self Managed

You can choose to go it alone and manage your NDIS Plan entirely yourself. Under this option, you are responsible for all the administration and management of your NDIS plan. If you choose to manage your own NDIS plan, you must ensure all invoice to your service providers are correct.

Those who are Self Managed must pay your service providers up front, then manually submit a claim to the NDIS to be reimbursed. You are responsible for keeping tabs on your spending, for retaining all of your receipts and for maintaining accurate financial records.

Similar to Plan Management, those who are Self Managed can access all service providers. However, these service providers aren't bound to the price limits the NDIS has set out in their price guide for supports, so they may charge you more or less than they would under the other two options.

Plan Management Fact Sheet

Why Scarlet Row Plan Management?

Scarlet Row specialises in ensuring all of the correct boxes are ticked when it comes to the management of your NDIS Plan. In short, Scarlet Row takes the stress out of NDIS so that you can focus on reaping the benefits of the services available to you.



<i>Inclusions and benefits</i>	<i>Scarlet Row Plan Managemen †</i>	<i>Other Plan Managers</i>	<i>Self Managed</i>	<i>NDIA Managed</i>
Process your invoices	✓	✓	✗	✓
Process invoices within 3 business days (pending approval)	✓	✗	✗	✗
Claim from the NDIS	✓	✓	✓	✓
Access to NDIS-registered and non-registered providers	✓	✓	✓	✗
Ensure service providers adhere to NDIS price limits	✓	✓	✗	✓
Help you track spending	✓	✓	✗	✗
Help you to keep spending in line with service agreements to avoid running out of funds early	✓	✗	✗	✗
A handy app that let's you check your spending and balances	✓	✓	✗	✗
Access to an experienced, knowledgeable team	✓	✗	✗	✗
Live workshops plus Q&A	✓	✗	✗	✗

What makes Scarlet Row Plan Management different?



Efficiency We aim to process invoices within 3 business days (pending participant approval).



Simple Our handy app is designed to save you time and give easy access to your info.



Accessible Support is only a phone call away. Our team is available to talk.



Live workshops We keep you up-to-date on the latest information and answer your Qs.

***Signing up with* Scarlet Row Plan Management**



It's easy to sign up with Scarlet Row. Here's how:

1

Register your interest

To get the ball rolling, your first step is to register your interest via our website.

Visit **www.scarletrow.com.au** and complete the online Client information form . Our team will be in contact with you.

2

Complete the paperwork

Once our team has received your expression of interest via our website, we will contact you to complete a Customer Service Agreement. Fill and return the forms via email to:

plan.management@scarletrow.com.au.

3

Questions and support

Our team can talk you through the sign up process and answer any questions over the phone. Call us on **1300 393 414**.



Support funding categories

Core Supports

Core Supports help you with everyday activities, your current disability-related needs and to work towards your goals.

Your Core Supports budget is the most flexible. However, there are instances where you do not have flexibility in your funding, particularly for transport funding.

In most cases, you can use your funding across any of the following four support categories:

Assistance with Daily Life » For example, assistance with everyday needs, household cleaning and/or yard maintenance.

Consumables » Everyday items you may need. For example, continence products or low-cost assistive technology and equipment to improve your independence and/or mobility.

Assistance with Social & Community Participation
For example, a support worker to assist you to participate in social and community activities or Scarlet Row Adventures.

Transport This is support that helps you travel to work or other places that will help you achieve the goals in your plan. How you can spend your transport funding and how it is paid to you (whether upfront or in regular payments) will be different for each person).



The Core Supports budget is the most flexible.

Capital Supports

Capital Supports include higher-cost pieces of assistive technology, equipment and home or vehicle modifications, and funding for one-off purchases you may need (including Specialist Disability Accommodation).

It is important to remember that funds within the Capital Supports budget can only be used for their specific purpose and cannot be used to pay for anything else.

The Capital Supports budget has two support categories: Assistive Technology and Home Modifications.

Assistive Technology » This includes equipment items for mobility, personal care, communication and recreational inclusion such as wheelchairs or vehicle modifications.

Home Modifications » Home modifications such as installation of a hand rail in a bathroom, or Specialist Disability Accommodation for participants who require special housing because of their disability.



Support Funding Categories



Capacity Building Supports

Capacity Building Supports help build your independence and skills to help you reach your long-term goals.

Unlike your Core Supports budget, your Capacity Building Supports budget cannot be moved from one support category to another.

Funding can only be used to purchase approved individual supports that fall within that Capacity Building category.

The Capacity Building categories are:

Support Coordination » This is a fixed amount for a Support Coordinator to help you use your plan.

Improved Living Arrangements » Support to help you find and maintain an appropriate place to live.

Increased Social & Community Participation » Development and training to increase your skills so you can participate in community, social and recreational activities.

Finding & Keeping a Job » This may include employment-related support, training and assessments that help you find and keep a job, such as the School Leaver Employment Supports (SLES).

Improved Relationships » This support will help you develop positive behaviours and interact with others.

Improved Health & Wellbeing » Including exercise or diet advice to manage the impact of your disability. The NDIS does not fund gym memberships.

Improved Learning » Examples include training, advice and help for you to move from school to further education, such as university or TAFE.

Improved Life Choices » Plan management to help you manage your plan, funding and paying for services.

Improved Daily Living » Assessment, training or therapy to help increase your skills, independence and community participation. These services can be delivered in groups or individually.

A black and white photograph of a chalkboard with the word "SUPPORT" written in large, white, chalky letters. A bright red heart is placed between the "P" and the "R", replacing the letter "O".

SUPPORT