

How to Create Your Very Own NDIS Pre-Plan

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This is a short guide to how you might approach collating information your NDIS Goals and supporting information.

The Pre-Plan becomes your reference document containing all the details you want to communicate to the NDIS Planner in a nice neat package. You'll use the Pre-Plan to make the case for reasonable and necessary support. The story you want to tell about what you want to achieve, how you hope to achieve this, the roll you imagine the NDIS could play in supporting your goals, any special requirements you have and challenges you foresee will get woven through this narrative. The objective is to communicate to the Planner the intricacies of the support you require, the solutions being propose and why this support from the NDIS is reasonable and necessary.

Write the entire document in the first person as though this is a personal journal, not a therapy report. There are enough labels flying around about you without adding to them unnecessarily.

Sometimes planning is best done with other people who know you well. Invite some friends around, having a planning party, eat a bit and plan a bit. Throw down ideas on sheets of paper, draw on the walls (put some paper up first)..... make it a liberation celebration.

OK! Try this on for size and see if it fits.....

1. Think about what you want to achieve in the next five years. This might be hard to do but give it a try. Basically this is where you describe what the alternative to your current situation looks like and why this will make a difference. Think about life at home, at school, at work, out and about in your community, your health and your ability to communicate. Write that down under whatever headings are helpful for you.

Now, having thought about that big picture, think about what you want to achieve in the next twelve months. Think about the things you might need to do now to achieve that five year plan. Now you're starting to get a bit focussed.

Final bit: See if you can summarise what you want to achieve in the next twelve months in one pithy totally awesome statement. This will be your reference point to keep everyone one track with what you want to achieve.

2. Now that you know what you want to achieve start thinking about your goals. Lots of us have found it easiest to write goals under the NDIS Domains. These are:
 - i. Choice and Control
 - ii. Home
 - iii. Daily Living
 - iv. Health and Well-Being
 - v. Social and Community Participation
 - vi. Relationships
 - vii. Lifelong Learning
 - viii. Work

For each Domain:

- i. State the Goal you want to achieve.
- ii. Describe your current situation under this Domain. Don't worry if there is overlap with what you want to say under the other domains. Just focus on getting your thoughts down.
- iii. State the strategies that you think need to be put in place for you achieve your Goal and deal with any issues you have with your current situation. These will connect with statement you have already written about the things you hope to achieve in the next twelve months.
- iv. Describe the support that will help you implement these Strategies. Include the informal support, the mainstream community services, and the paid support you will use.

This is where you make the case about what social and economic participation looks like for you and the support you require to achieve that.

3. Now start preparing your Participant Statement:

Use this as an opportunity to write a brief history of the key events that have occurred in your life and in particular those events that have contributed directly to your current circumstances. Describe your current situation in detail, emphasising all the critical details you want the Planner to fully understand. Describe your current supports (formal, informal and community) and indicate whether these are adequate or not. Conclude this section by making it clear whether you think your current supports are adequate or require adjustment. If you believe a change in your funded support is required make it absolutely clear that a continuation of your current situation is not sustainable.
4. Whew..... Now it's time to start putting all that information together. Here's an outline of a plan structure:
 - i. Plan Introduction:

Include names and contact details of the Participant and Plan Nominee.

- iii. Plan Summary:
 - a. Include a clear statement of the overall objective you're trying to achieve through this plan. You did this when you summarised your goals for the year.
 - b. Include a summary of the goals included in the Plan.
 - c. Include a table of the supports being requested. If it's not too much of a hassle categorise these according to the NDIS Support Purpose Categories of Core, Capital and Capacity Building. Don't forget to include: Support Coordination, Plan Management, Transport and the Establishment Fee.
 - d. Include a table showing your current paid supports. Make sure you include absolutely everything. The best way to do this is to map out a week and record all instances where paid support is used, aids and equipment that is used, therapy services etc. Don't forget to include things like funded transport, incontinence aids, consumable items you use, in-home and community services that might be currently funded through Commonwealth community programs rather than State disability programs.
 - e. Include a statement of the current funding you receive.
- iv. Your Participant Statement.
- v. Your statement about what you want to achieve in the next twelve months and how this relates to the goals you have for the future.
- vi. Your goals, how you hope to achieve them and the support you will require to do these things.