

Fact Sheet

Managing your NDIS funds

One of the great advantages of being an NDIS participant is that you now have much more control over your supports. This fact sheet focuses on one of the most important aspects of the NDIS managing your NDIS funds.

While some people love the hands-on approach of managing their NDIS funds themselves, others would prefer assistance along the way. The good news is that both options are available to you. In fact, there are three ways you can manage your funds, and each offers its own advantages, depending on your situation.

What are the options for managing my NDIS funds?

You can choose from three options:

1. Leave your funding with the NDIS ('NDIA managed')

You can get the NDIA (the organisation responsible for the NDIS) to manage your funds and pay your service providers directly. If you choose this option:

- You will be limited to using NDIS-registered service providers
- The NDIA will process your invoices, pay your service providers and process claims

You won't get access to handy tools to track your spending or independent advice on how to spend your budgets. Also, you may find that many service providers, particularly sole traders and independent support workers, are not registered with the NDIS, so they won't be able to support you.

2. Manage your funds by yourself ('Self-Managed')

Self-management leaves things entirely in your hands. If you choose this option, you'll be responsible for all the administration and management of your NDIS plan. Some people describe it as similar to running their own small business, because you are responsible for all the administration and record keeping.

If you choose to manage your NDIS plan yourself, you must:

- Check to make sure your service providers' invoices are correct
- Pay your service providers up front, then manually submit a claim to the NDIS to be reimbursed
- Keep track of all your spending
- Keep all your receipts and maintain accurate financial records

Like people who choose Plan Management, you will be able to access all service providers, whether they are registered with the NDIS or not. However, these service providers won't be 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.

3. Use a professional Plan Management service like casa Services ('Plan Managed')

Plan Managers are specialists who can support you by handling the daily administration that comes with managing your NDIS funding.

Your Plan Manager will:

- Give you more choice by allowing you to use NDIS-registered or non-registered service providers
- Make it easier for you keep track of your spending
- Maintain accurate financial records
- Handle claims from the NDIS
- Process your invoices so your service providers get paid.

Plan Management is available to every NDIS participant and it is fully funded by the NDIS. Just ask for it to be included in your NDIS plan in your planning meeting. It will be in the 'Improved Life Choices' category.

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Plan Management with casa Services

Why choose Plan Management with casa Services? Because we tick all the boxes... and more. Every day, we support people by taking care of time-consuming and tricky paperwork, so they can focus on living the life they want. Take a look at the differences:

What will these options do for you?	Plan Management with casa Services	Plan Management with most other Plan Managers	NDIA Managed	Self Managed
Process your service providers' invoices on your behalf	Yes	Yes	Yes	No
Claim from the NDIS	Yes	Yes	Yes	Yes
Let you use NDIS registered and non-registered providers	Yes	Yes	No	Yes
Hold your service providers to the price limits set out in the NDIS Price Guide	Yes	Yes	Yes	No
Help you keep track of spending	Yes	Yes	No	No
Matching your spending to your service agreements, which can help prevent you running out of funds too soon	Yes	No	No	No
Allow you to check your spending and balances 24/7	Yes	No	No	No

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This fact sheet contains general information and doesn't take your personal circumstances into account. Please consider whether the information is right for you before making a decision.