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The roster of care template and tool provide the NDIA with information about the participant seeking new or revised SIL funding.

- [SIL Roster of Care Submission Template (DOCX 74KB)](#)
- [SIL Roster of Care Tool (XLS 905KB)](#)
- [Guide to using the Provider SIL Roster of Care Tool (DOCX 839KB)](#)
- [Guide to using the Provider SIL Roster of Care Tool (PDF 692KB)](#)

The roster of care submission is considered with all other information outlined in the [Supported independent living operational guideline](#) .

Providers must consult with the participant, or their nominee, to compile the information included in the roster of care submission.

Providers must include sufficient detail in the roster of care template and tool to assist the NDIA to decide the reasonable and necessary support needs of the participant.

It is important to remember that the roster of care submission is only one piece of information the NDIA use to help determine the right amount of funding.

View the Guide to using the Provider SIL Roster of Care Tool for guidance on completing a roster of care.

When the Roster of Care is completed, providers can email it to enquiries@ndis.gov.au. They can also give it to the participant's support coordinator to submit with their home and living or reassessment request.

The Roster of Care should not be sent to SIL@ndis.gov.au, this inbox is no longer monitored.

All provider enquiries about the roster of care submissions or supporting information should be emailed to enquiries@ndis.gov.au.

High intensity supports

A support is considered a high intensity support when a participant:

- Requires frequent (at least 1 instance per shift) assistance is required to manage challenging behaviours that require intensive positive behaviour support; and/or
- Requires assistance from a disability support worker who has one or more of the high intensity support skills specified in the NDIS Commission's NDIS Practice Standards: skills descriptors .

If the participant requires high intensity supports, providers must include evidence to support this in the roster of care submission template. Evidence or supporting information can include:

- reports or occupational therapy assessments
- medical and allied health reports.

Reports must not be older than two years and should be from an independent service provider.

Overnight supports

SIL is suitable for people who need some level of overnight support.

If the participant needs up to two hours of awake support overnight, we will fund sleepover support.

If the participant needs more than two hours of awake support overnight, we fund active overnight support. Active overnights are where the support worker is awake during normal sleeping hours to support the participant because of their disability.

The Supported independent living guideline provides information on how we generally fund overnight supports.

Irregular SIL supports

Participants have separate funding in their plan for irregular SIL supports. Irregular supports are the supports needed for unexpected situations.

Irregular supports might be required if the participant becomes ill or their day program is cancelled and additional support is needed for a period that was not initially planned and rostered for.

The Supported independent living guideline provides information on how many days of irregular support we generally fund.

Refer to the claiming rules in the NDIS Pricing Arrangements and Price Limits and learn how to create a payment request for irregular SIL supports in the myplace provider portal step-by-step guides.

Programs of support

Providers of group-based supports like SIL can enter into a program of support agreement with the participant.

Please see the [NDIS Pricing Arrangements and Price Limits](#) for more information on programs of support.

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