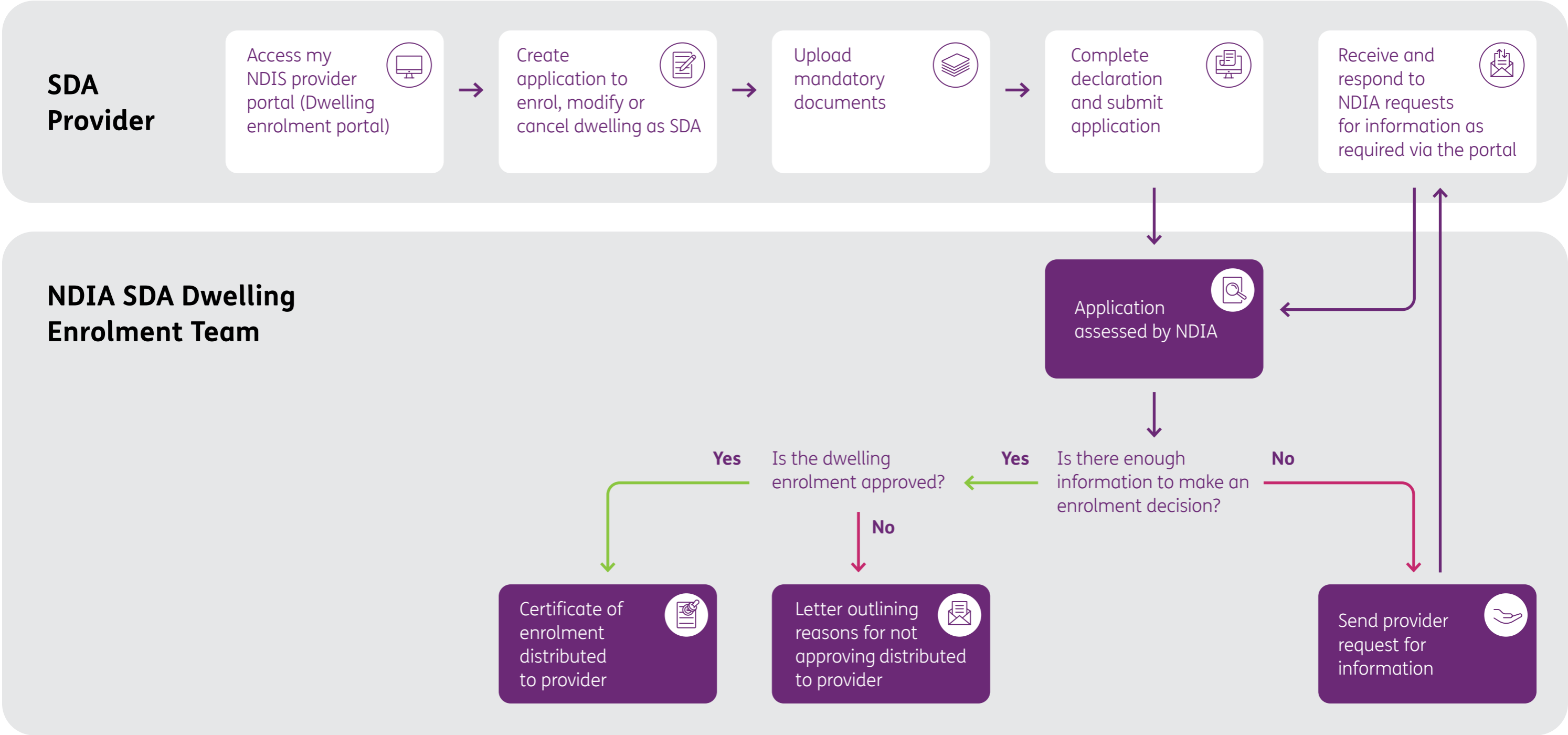


SDA dwelling enrolment process



Recommended Provider Resource Materials

- [SDA Rules](#)
- [NDIS Pricing Arrangements for SDA](#)
- [SDA Design Standard](#)
- [my NDIS provider portal step-by-step guide](#)



SDA dwelling enrolment process (text version)

1. SDA Provider to:

1. Access my NDIS provider portal (Dwelling enrolment portal)
2. Create application to enrol, modify or cancel dwelling as SDA
3. Upload mandatory documents
4. Complete declaration and submit application

2. NDIA SDA Dwelling Enrolment Team to:

1. Assess application
2. Is there enough information to make an enrolment decision?
 - If there is enough information to make an enrolment decision, is the dwelling enrolment approved?
 - If the dwelling enrolment is approved, certificate of enrolment distributed to provider
 - If the dwelling enrolment is not approved, letter outlining reasons for not approving distributed to provider
 - If there is not enough information to make an enrolment decision, send provider request for information

3. If the provider is sent a request for information, SDA Provider to receive and respond to NDIA requests for information as required via the portal.