

Creating your plan



This fact sheet will explain:

- how we create your plan
- what happens after your plan meeting
- what to do if you want to change your plan.

How we create your plan

Your plan is personalised and directed by you. To create your plan, you'll meet with an NDIS planner. We'll work with you to build a plan that suits your needs and helps you pursue your goals.

In your plan meeting, we'll talk about you, your daily life, and what you'd like to do in the future. We'll also talk about how the NDIS can help you do what you want to do. You can bring other people to your plan meeting if you want to, like friends or family, an advocate, or your support coordinator if you have one.

If we're [reassessing your plan](#), we might not need to talk about all these things again. We'll arrange a check-in meeting with you around 3 months before your plan

reassessment date. At your check-in, we'll talk about how your plan is meeting your needs and how you can prepare for your plan meeting.

We'll build your plan based on our conversation with you, as well as any reports or information you've given us. For your first plan, this will include the information you tell us when you apply to the NDIS. If we're likely to need more information to build your plan or fund specific reports, we'll let you know before your plan meeting. If we still need more information, we'll talk about this in your plan meeting.

For more information about how we create your plan, read [Our Guideline – Creating your plan](#) on the NDIS website.

Telling us about your goals

We record [your goals](#) in your NDIS plan so we understand how to support you. If your disability means there are barriers to working towards your goals, we'll consider what supports might reduce the impact of those barriers. We may be able to connect you to general supports, or fund supports in your NDIS plan.

Your goals are set by you and are written in your own words. They can be anything you want to work towards. They can be short term, long term, big or small, and as general or specific as you like. You can tell us about as many of your goals as you want.

You can tell us about your goals during your plan meeting. We'll check that any goals you've already told us about are still correct. If you want to add, remove or change your goals outside of your plan meeting, you can talk to your my NDIS contact, or [contact us](#).

Learn more about [setting your goals](#) on the NDIS website.

What supports can we fund?

The supports we fund in your plan need to meet the [NDIS funding criteria](#). This includes that they must be related to your disability, value for money, and effective and beneficial. Your NDIS plan is personalised, so the supports we can fund will be different for different people, depending on your individual situation.

Each support we fund in your plan must be a reasonable and necessary support. We also think about how your supports work together to support your needs and goals. If you have more funding for one support, that might mean you need less funding for different supports. For example, we might plan to fund a home modification that would let you live more independently. This might mean that you'll need less funded support at home once your modifications are finished.

Your NDIS funded supports are just one part of your NDIS plan. Your plan also has information about supports provided by your family, friends and community, and supports from other government services. We want to make sure all these parts of your plan work together to meet your disability-related needs and help you pursue your goals.

Learn more about the [supports we include in your plan](#) on the NDIS website.

How long will your plan go for?

We'll try to make your plan the length you want, if we can. If your support needs are likely to stay the same, we can usually give you a plan of up to 3 years.

If your needs or situation are likely to change in the next year or two, we will usually give you a shorter plan. This includes if you joined the NDIS under early intervention requirements and for children younger than 9.

Learn more about [how we decide how long your plan will go for](#).



How will your funding be managed?

There are three ways you can manage your funding: self-managed, using a registered plan manager, or Agency-managed.

We'll talk to you about how you want to manage your funding during your plan meeting. We will let you manage your funding the way you want, unless it would be an unreasonable risk to you. If you or your plan nominee are [bankrupt or insolvent](#), you won't be able to self-manage your funding. There are also some supports that must be managed by the NDIA.

Learn more about your options for [managing your funding](#).

What happens after your plan meeting?

We'll approve your plan as soon as we reasonably can. In some cases, we can do this during your plan meeting. We aim to approve your plan within 56 days, or within 90 days for a child under 9.

If we need more information from you, this might mean it takes longer to approve your plan. Depending on your situation, we might decide to approve your plan so you can start using it right away, and make changes later.

We'll send a copy of your approved plan to you in your preferred method, as well as anyone else you ask us to share your plan with. Once you have your plan, you can start using it to buy supports. We'll also offer you a [plan implementation meeting](#) to help you start using your plan.

For more information, read [Our Guideline – Your plan](#) on the NDIS website.

If you want to change your plan

If your situation changes after we approve your plan, your plan might need to change to make sure it still works for you. You can talk to your my NDIS contact, support coordinator or recovery coach about the changes you need. For more information, read [Our Guideline – Changing your plan](#) on the NDIS website.

If you don't agree with the decisions we've made about your plan, you can ask us to review our decision. You can do this up to 3 months after your plan is approved. Your my NDIS contact can help you to ask for an internal review and gather any information or evidence you'll need. For more information, read [Our Guideline – Reviewing our decisions](#) on the NDIS website.

For more information about creating your plan, visit [ndis.gov.au](https://www.ndis.gov.au).



Notes



Fact sheet – Creating your plan

For more information visit [ndis.gov.au](https://www.ndis.gov.au)

National Disability Insurance Agency



Website: [ndis.gov.au](https://www.ndis.gov.au)



Telephone: 1800 800 110



Webchat: [ndis.gov.au](https://www.ndis.gov.au)

Follow us on our social channels



For people who need help with English



TIS: 131 450

For people who are deaf or hard of hearing



TTY: 1800 555 677



Voice relay: 1800 555 727



National Relay Service: relayservice.gov.au