On this page:

Step 1: Choose how you want to meet

There are 3 meeting options:

- in person
- virtually, over Microsoft Teams
- over the phone.

Let us know which you'd prefer when we contact you to arrange the meeting.

Step 2: Ask someone to come with you

You can bring someone with you if you'd like some extra support at the meeting. This could be:

- a family member
- a friend
- your support coordinator or recovery coach
- any other person you feel comfortable with.

You need evidence of identity and verification, and consent to share information with those people who come with you.

You can ask to reschedule the meeting if your support person is not available at the time we've booked.

It's important you feel comfortable and supported during the meeting.

Step 3: Prepare questions to ask

Your plan implementation meeting is to help you understand what's in your plan and how to use it.

It's a good idea to read through your plan before the meeting and note down anything you're unsure about.

Here are some questions you might think about asking:

- What NDIS supports can I buy with my funding?
- How do I keep my budget on track?
- Where do I find providers?
- How do I choose the right provider for me?
- When do I need to use a registered provider?
- How do I use the my NDIS portal and app?
- How can I pay for my supports (for self-managed participants)?
- How are my supports paid for (for plan-managed or NDIA-managed participants)?

Step 4: Change your appointment if you need

Let your my NDIS contact know that you'd like to reschedule if the time or date of your meeting no longer works for you.

Related information

What is a plan implementation meeting

What are NDIS supports

How to pay for your NDIS supports

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