

My Supports Tool

This tool is a simple 7 step form that guides you through the questions from the [NDIS Reasonable and Necessary Supports](#).

Please return it to us by email at hello@plantracker.com.au and save the completed form for your records. If you have any questions about this form, please contact our team on 1800 549 670.

What you'll need to complete this form:

- **NDIS Plan** including your **NDIS number** – Make sure you use your details registered with Plan Tracker.
- A copy of your **quote or invoice**.
- **Support Category** – You can find these on your NDIS plan or your [Plan Tracker Portal](#).
- **Funding availability** – Check you have enough funding available. Remember, your funding needs to last for the length of your plan. Up-to-date available funds can be found in your [Plan Tracker Portal](#).
- **NDIS approved** – Confirm that the support or service is covered by the NDIS. It should either be stated on your NDIS plan or NOT appear on the [Supports Not Covered by the NDIS list](#).
- **Government supports** – Check the support or service **cannot** be funded through another government department (e.g. education, health etc).

1. Participant Details

First Name:

Last Name:

NDIS Number:

Email:

If form is being completed on behalf of participant:

Full Name:

Relationship to Participant:

2. Support Details

Name of the service or support:

e.g. mattress lifter.

Provide a short description of your service or support:

The more information you provide, the better we can understand your needs and support your claim.

Is this a service or support that you will need regularly over your plan period?

Yes

No

Unsure

3. Support Cost

What is the cost of the service or support?

\$

Outline how this service or support is reasonably priced and value for money, or why a cheaper alternative may not be suitable:

4. NDIS Category

Select the budget category you would like to use to fund this support:

Your budget categories can be found on your NDIS plan or your [Plan Tracker Portal](#).

Core Support

Capital Support

Capacity Building Support

Unsure

Taking your future funding needs into consideration, is there enough funding available* for this support in the budget category selected?

**Remember your funding needs to last for the length of your plan.*

Up to date available funds can be found in your [Plan Tracker Portal](#).

Yes

No

Unsure

5. NDIS Goals

Describe in detail how this service or support relates to your disability and goals stated in your NDIS plan?

E.g. One of my NDIS goals is to live independently, this support will help me maintain a clean living environment.

6. Capacity Building

How will this service or support help you build your relationship with your family, friends, workplace colleagues, or within your community?*

**Remember, NDIS funding is not intended to replace informal supports.*

If this support doesn't relate to capacity building supports, you can mark it as N/A (not applicable)

7. NDIS Coverage

Is this service or support something that could be funded by a government service* (e.g.dental, health or hospital services, education, housing, or public transport)?

For more information, visit the NDIS website for a list of NDIS and government services.

Yes - There is a government service that could fund this*

No - There is no government service that could fund this

Unsure

**Remember NDIS will not fund a service or support that is responsibility of another government system or community service.*

If you selected "Yes" or "Unsure"- Please explain why this support should be covered by the NDIS instead of another government service.

If you selected "No", you can mark it as N/A (not applicable)