

# NDIS ACCESS REQUEST

## TOP TIPS

### GATHER DOCUMENTATION

Gather all of your reports and/or supporting letters from all of the specialists you have been working with. Send these off with your application form.

### CHOOSE YOUR TREATING PROFESSIONAL

Decide who out of all of your specialists would be the best to assist you in filling out the Access Request Form. A large part of the form is filled out by this person so choose wisely.

### BE THOROUGH

Make sure you go through each 'functional domain' in the NDIS Access Request document and provide supporting evidence for each. If your child's diagnosis is one that doesn't give them immediate access to funding then the more documentation and evidence you provide the better!

### GET SOMEONE TO CHECK YOUR FORM

Prior to sending your form off to NDIA and before you get your treating professional to sign off get someone who you work with or someone who understands the process to check your paperwork.

### CHECKLIST

Make sure you check the 'checklist' at the end of the Access Request Form to ensure you have provided everything on the list. This will avoid any delays in your application being processed.

NURTURE | SUPPORT | EMPOWER

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