# Plan Management Resource Pack



### What does a plan manager do?



Makes claims and pays your invoices for supports and services.



Checks your invoices to make sure they are correct and have the right information.



Gives you access to our online participant platform so that you can view your budget and claims.



Sends you statements each month of your spending and remaining balances.



Offers our own resources and information to help you make decisions about your supports and how to best use your NDIS funding.

# How Plan Managed claims work



#### The invoice is approved

If you have chosen to approve all invoices, an approval request will be sent to you by email. After approval, or 48 hours, we will move to the next step



**Invoice Received** 

#### The invoice is entered

We collect the invoice from the email from you or your invoice into our system, check provider.

We enter the details of your invoice into our system, check the details and submit the claim to the NDIS



#### The invoice is submitted

Once the invoice is sent to the NDIA, their system will review the details and approve the claim.



#### The funding is received

2 business days after the claim is sent to the NDIA, the money will be released and sent to P2P.

# Step 5

#### The provider is paid

As soon as we have the funding, we will create a payment to the provider and send them a remittance advice.

### **Planability Participant Platform**



<u>Planability</u> is an excellent tool for all plan management participants to be able to easily monitor and check their budget and claims.

This platform can be accessed by participants, carers and support coordinators.

The features available include:

- View of real-time budgets
- Access current and past claims and invoices
- View and download previous month's statements
- View your NDIS goals

An account is created for participant or family.

If you need help to log into Planability, please contact the P2P team.

# **Planability App**

Planability has released a new App for Participants, Carers and Support Coordinators.

You can download the app by clicking the images below.





The App will make it even easier to view budgets, claims and approve invoices from wherever you are.

You can learn more about the App here.





### **New NDIS Legislation Changes**

From October 2024, new NDIS legislation is in place that impacts the supports that participants can purchase using their funding.

Supports and items have been broken down into three categories.

- 1. Approved NDIS supports
- 2. Non-Approved NDIS supports
- 3. Replacement Supports

The P2P website has a lot of information about the changes and different supports that may or may not be funded.

- Accommodation, Housing and Household
- Finance, Income and Payment
- Food, Beverage, Smoking and Gambling
- Lifestyle related: Relationships
- Lifestyle related: Technology and Recreation
- Can I use NDIS funding to purchase a Smart Device?
- Clothing, Accessories and Cosmetics
- Transport, Travel and STA
- Pets and Animals
- Wellness, Coaching, Beauty and Alternative Therapy
- Mainstream Health and Mental Health
- Mainstream Child Protection and Family Support
- Mainstream Early Childhood Development
- Mainstream School, Higher Education, Vocational Education and Training
- Mainstream Employment
- Mainstream Aged Care
- Unlawful Goods, Services and Justice

About NDIS Plan Management	Planability	Claiming from your plan
<ul> <li><u>Learn about Plan Managers and</u></li> <li><u>what we can and cannot do</u></li> </ul>	<ul> <li>What is Planability and how can</li> <li>Llog in?</li> </ul>	Tips you can share with providers to help P2P pay your invoices
<ul> <li>What are my invoices approval options?</li> </ul>	<ul> <li>What does my invoice status mean?</li> </ul>	<ul> <li>How to be reimbursed from your funding</li> </ul>
<ul> <li>Find out what common NDIS terms and words mean</li> </ul>	How to approve or reject an invoice	<ul> <li>What does reasonable &amp; necessary mean?</li> </ul>
		What is Choice and Control?
Claiming Guidelines	Other NDIS information	Other P2P Resources
Claiming Guidelines  Transport/Travel	Help me understand the NDIS funding	Other P2P Resources  Learn how to prioritise your wellbeing
	Help me understand the NDIS funding categories	
<u>Transport/Travel</u>	Help me understand the NDIS funding	Learn how to prioritise your wellbeing
<ul><li>Transport/Travel</li><li>Smart Devices</li></ul>	<ul> <li>Help me understand the NDIS funding categories</li> <li>Learn what can happen if you do not</li> </ul>	<ul> <li>Learn how to prioritise your wellbeing</li> <li>Take a moment for you</li> </ul>

We are more than just Plan Management!

Did you know that P2P has been providing resources and information to people with disabilities and their families for over 25 years.

We aim to empower individuals, foster community connections, and offer personalised solutions no matter what you need.



### 1 on 1 Skills Sessions

#### **NDIS Skills Building**



Make the most out of your NDIS funding by attended one of our personalised 1 on 1 skills sessions.

Chose from one of the following topics at \$102.50 each

- Understanding your NDIS plan
- Finding and working with providers
- Budgeting tools and tips
- Exploring home and living



#### **Transition Guides**



When a person turns 16 or 18 there are so many changes to navigate. Learn from parents of people with a disability who have experienced this change first hand.

Chose from one of the following topics at \$115.50 each and even get a discount on your child's 16th or 18th birthday!



#### P.A.T.H.



P.A.T.H is an 8 step planning and goal setting tool.

You will receive support from two P.A.T.H facilitators to help you map out your goals for the long and short term future. It is an excellent way to visualise your path!

### Personalised Projects



Personalised Projects offer a chance for you and your family to explore and achieve your goals in a way that suits you best.

With the guidance of our facilitators, and using tools and resources you can develop and organise a project to fit you.





We run numerous inclusive events and workshops throughout the year.

Our biggest annual event is our self advocacy conference and concert. Created by people with disabilities for everyone! We would love to see you there on the 9th - 10th of October 2024.







# Do you prefer paper?

We can print information for you, and we have a number of resources available from service providers.

Drop into our office in Woombye on the Sunshine Coast between

9am and 4pm Monday - Friday

