HOW TO BOOK & USE NDIS FUNDING FOR SERVICES

To Book:

Register using your child's name and details and choose your session time via the We Rock the Spectrum App or

Online: https://tinyurl.com/ybndt4lr

To be invoiced correctly, please indicate how your NDIS Plan is managed (Agency, Plan Managed or Self Managed) during the registration process.

Once booked you will be sent a link to an online Service Agreement and Health Info Form that must be filled in to be able to access our service.

We Rock the Spectrum - Sydney West Unit 2/1345 The Horsley Dr Wetherill Park NSW 2164, Australia (02) 9725 2446 info@werockthespectrumsydneywest.com.au



Using NDIS Funding for We Rock the Spectrum Private Hire, Open Play or Respite Services

We Rock The Spectrum®

1. If you are **SELF MANAGED**:

- IF YOU ONLY HAVE CAPACITY BUILDING DAILY ACTIVITY Call your Local Area Coordinator or the NDIS and ask them "under the current circumstances, can I use some of my Capacity Building – Improved Daily Living funds to access We Rock the Spectrum Sensory Facility to manage Sensory Regulation, Developmental and Social Goals
- IF YOU HAVE **CAPACITY BUILDING** INCREASED SOCIAL AND COMMUNITY PARTICIPATION OR **CORE** – ASSISTANCE WITH SOCIAL AND COMMUNITY PARTICIPATION then you can use these funds to access WRTS EXCLUSIVE USE and RESPITE SERVICES.

2. If you are PLAN MANAGED or NDIA AGENCY MANAGED

Check with your Plan Manager, the NDIS or on your paperwork (plan) from the NDIS to check your **Total Funded Supports**

Increased Social and Community Participation (CB Social Community Civic) – YOU <u>CAN</u> USE THIS FOR EXCLUSIVE USE OF THE WRTS GYM AND RESPITE

Under these Line Items: 09_008_0116_6_3 Innovative Community Participation 09_010_0125_6_3 Community Participation Activities

"Core Supports" You may be able to use this category – if you have it available in your plan.

<u>Assistance with Social and Community Participation</u> 04_115_0125_6_1 Community, Social and Recreational Activities – Unit: YR – No Price Limit

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PAYMENT INFORMATION

If you are NDIS Self Managed, you will receive an invoice for each session booked. We would appreciate prompt payment by credit card over the phone or Direct Deposit once you receive the invoices. If you are Self Managed, you can make an NDIS claim for your private sessions using the invoices before the session and use the funds to make payment, or you can pay first and then make the claim using the receipt.

If you are NDIS Plan Managed or NDIS Agency Managed, we will process your invoices and service bookings. If your child is found to not have enough funding available, their booking will need to be self funded at that point. Cancellation fees will apply.

CANCELLATION POLICY (NDIS)

In an effort to help Providers survive the crisis, the NDIS has now extended their recommended Cancellation Policy. Any cancellations made by the participant 10 days or less before the date of the service will receive zero refund. NDIA Agency or Plan Managed Participants who cancel 10 days or less before the service will be invoiced for the full session amount.

ESSENTIAL DOCUMENTATION

All participants and staff visiting a We Rock the Spectrum Kids Gym during June and July must have signed a COVID-19 Specific Risk Assessment and Liability Waiver before entering our facility. A link to the form is sent to participants in their confirmation email.

Book your sessions now:

Register using your child's name and details and choose your session time via the We Rock the Spectrum App or Online: https://tinyurl.com/ybndt4lr

Any questions, please email or call the gym. We look forward to seeing you and your family!

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