JD Co-Ordination & Support Services

Ph: 0404 058 816 E: info@jdsupportservices.com W: www.jdsupportservices.com

NDIS Plan Management - Financial Intermediary

JD Co-Ordination & Support Services is a registered provider of Plan Management under the NDIS.

When you attend your NDIS Planning Meeting, you can request that Plan Management (Financial Intermediary) be included in your Plan. This is a separately funded support under the category 'Improved Life Choices', that does not affect your other NDIS Funding.

If your Plan Management request is approved, you will be able to nominate JD Co-Ordination & Support Services for Plan Management.

By choosing to have your NDIS Plan, Plan Managed, you will be able to select registered and non-registered Service Providers for services and support.

How can we help?

JD Co-Ordination & Support Services is dedicated to providing open and transparent services. If you choose us as your Plan Manager, we will:

- Ensure prompt payment of your invoices from Service Providers we aim to pay all invoices within 7 days of receiving them
- Provide you with a Monthly Statement, outlining what payments have been made and the remaining budget for each support category
- Provide you with access to your Participant Notes, allowing you to see when invoices have been claimed and paid
- Arrange for reimbursement of services you have paid for out of pocket. *Services must be
 eligible for claims from NDIS Funding
- Break down the funding in your plan to assist you with ensuring the funding lasts the life of the plan
- Keep records of your invoices and payments and provide these records to NDIA if audited
- Provide you with documents and assistance with how to self-manage your plan, if this is something you would like to do in the future

Steps to accessing JD Co-Ordination & Support Services:

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	•Request Plan Management (Financial Intermediary) at your planning meeting
Step 1	Plan Management is approved in your plan
Step 2	 Contact JD Co-Ordination & Support Services by email at intake@jdsupportservices.com or on 0404 058 816, to let us know you have selected us for Plan Management
Step 3	•JD Co-Ordination & Support Services will provide you with Intake documents and go through their Intake Process
Step 4	•When Intake is completed JD Co-Ordination & Support Services will arrange a time to meet with you, via phone or in person to set up your NDIS Financial Plan.