

# NDIS SERVICE GUIDE AND STRUCTUTRE

The OT will assist you to achieve the goals as stated in the participants NDIS plan and as discussed with the OT during the initial appointment. The OT will develop a Support Plan outlining the goal agreed services. The OT will work with the participant to progress these goals via:

- Face to face consultation with the participant at their home or selected location.
- The OT will work from the office on various tasks which will assist the participate achieve their goals.

Some of the tasks which your OT may complete behind the scenes include (but are not limited to):

• A pre-assessment service, which at times is required prior to meeting with the participant. This service may be necessary in order to clarify the assessment background, speak with other relevant individuals who are also involved in the participants disability management or to investigate in the participants' service request.

• Phone and email communication with the part, professionals or support people involved in the participants' NDIS

program. These communications may assist to progress the participants' goals.

• Recording file notes which confirm actions undertaken, outcomes achieved and ongoing plans for service delivery (Living Strength OT are required by law to maintain these records).

- Writing assessment reports for the participant and the NDIS.
- Arranging equipment trials, modifications and quotations (at times on site).
- Speaking with the participants' family (where relevant) to ensure collaboration and agreement of OT services.
- Travel related to visiting the participant to provide services.

#### How will we bill you?

Living Strength OT will invoice for services as they occur.

#### How is travel time charged?

Living Strength OT makes every effort to reduce travel time charged to clients where possible. Travel time is billed in line with the NDIS Price Guide and is based on the MMM zone you live in.

The Modified Monash Model (MMM) is a geographical classification system. It identifies travel boundaries and sets maximum travel charges. OT travel to appointments (and where you are the last appointment for the day) is charged according to the following:

MMM1 – MMM3: up to 30 minutes to appointments, plus up to 30 minutes return where the appointment is the last for the day

### **OT Reports:**

Living Strength OT reports will be provided to the participant, upon completion by the OT. If the participant has not received a copy of their report, the participant may request this from the OT. We do want the information to accurately reflect the participants' circumstances, and needs. Should the participant require alterations to the report, and they do NOT relate to OT error; then the OT may be charged a fee for the time taken to make the requested amendments.

The participant to notify the OT at the time of the initial assessment if they do NOT want a report written. All services (excluding therapy services) are inclusive of a report unless the participant have advised Living Strength OT otherwise. It is recommended that participant put their request in writing. Please note that some services mandatorily require that a report be written and provided to NDIS.

Occlinks Pty Ltd ABN: 16150177450 PO BOX 435 Gosford NSW 2250 Ph: 1300 511 887 Fax: (02) 4340 0884



### How much time is required for standard OT services?

The time taken to provide OT services may vary depending on the participants' circumstances. The following is a guide to what will be provided within a service category and how long we anticipate it will take to reach this outcome.

Service	Estimated Time
<b>Initial Assessment /Functional Assessment</b> In order to establish the participants' occupational therapy goals and 'their abilities or disabilities, an initial assessment is completed with the participant.	Approx. 8-10 hours, this estimated time includes up to two home visits, report writing, liaising with other supports/treaters involved in your care and travel to appointments. The OT will make recommendations for any OT strategies or services which may assist the
The OT will determine via interview and observation the participants' level of function and day to day capability or level of independence. This may include 'the participants' ability to manage personal care, domestic tasks and community access/participation.	participant reach their goals in the longer term. Additional hours may be required to carry out these recommendations.



# NDIS SERVICE GUIDE AND STRUCTUTRE

Assistive Technology assessment, trials and application (complex) Assistive Technology is a term commonly used to describe any device or system which allows an individual to perform a task as independently as possible. Equipment Assessments involve an evaluation of the participants' individual disability needs. The OT will prescribe/recommend equipment which will support improvement to the participants' ability to carry out everyday activities.	<ul> <li>Approx. 10 hours, including an initial appointment, equipment trials, report writing and travel to appointments.</li> <li>Examples include: <ul> <li>Manual / Powered Wheelchairs</li> <li>Electric Scooters</li> <li>Electric Beds</li> <li>Recliner Chairs</li> <li>Commodes</li> <li>Hoists</li> <li>Rails</li> <li>Cooling Vests</li> <li>Eating Aids</li> <li>Pressure care equipment</li> <li>Technological devices</li> </ul> </li> </ul>
Home Modifications A Home Modification Assessment will review the participants' ability to access and move within their home environment. This assessment will consider their safety and independence. The OT may make recommendations to improve the participants' ability to live in the home offering temporary or permanent solutions. The OT can assist to design and coordinate minor home modifications through to complex structural alterations. The OT's work with funding bodies, builders and project managers for home modification requirements.	<ul> <li>Approx. 20 hours, including initial assessment, liaison with builders, visits with builders, completion of report and travel to appointments with you and to meet with builders.</li> <li>Examples include: <ul> <li>Ramps</li> <li>Rails</li> <li>Bathroom modifications</li> <li>Kitchen Modifications</li> <li>Ceiling hoists</li> <li>Platform Lifts</li> <li>Stepless showers</li> </ul> </li> </ul>
Housing Assessment SDA (Specialist Disability Accommodation) Specialist Disability Accommodation (SDA) refers to accommodation for participants who require specialist housing solutions to assist with the delivery of their supports and which cater for their extreme functional impairment or very high support needs. SDA Assessment involves a comprehensive assessment of the participants' needs, both current and future and provides a recommendation to NDIS regarding their eligibility for specialist disability accommodation.	Approx.20 hours. This is a complex report which requires the OT to complete several assessments with the participants and your current supports. The OT will be required to travel to meet with for up to three occasions. The report recommendations are detailed and comprehensive in order to meet specific NDIS requirements.



# NDIS SERVICE GUIDE AND STRUCTUTRE

Housing Assessment SIL (Supported Independent Living) Supported Independent Living (SIL) refers to any funded service supports which when provided to participants, enable a greater level of independent living. A SIL Assessment involves the OT providing a comprehensive assessment of your functional status and the amount or types of supports required to maintain and improve your daily living standards.	<ul> <li>Approx. 20 hours. This is a detailed service which requires that the OT provide a comprehensive assessment and report. The OT will complete several assessments which include spending significant time communicating with your family, or other supports. The NDIA have specified the criteria for this assessment.</li> <li>Participants eligible for this assessment may be: <ul> <li>Living with parents</li> <li>In a shared residence with other NDIS participants</li> <li>Living alone</li> <li>Or wanting to move from your current accommodation to a more independent and age appropriate accommodation</li> <li>Please note, SIL can be provided both in non-SDA residences or SDA residences.</li> </ul> </li> </ul>
<ul> <li>Pre-Planning Assessment</li> <li>The pre-planning service provides detail regarding both: <ul> <li>The client's disability and the impact it has on independence and goal attainment</li> <li>The future need for NDIS funded services</li> </ul> </li> <li>Participants find this service useful where: <ul> <li>They are transferring to the NDIS for the first time and require support and evidence to provide within their planning session</li> <li>They are on an existing NDIS plan and their individual needs or goals change or if a NDIS plan review is pending</li> </ul> </li> </ul>	<ul> <li>Approx. 5-6 hours, including initial assessment, report writing and travel</li> <li>You could expect the following content to be covered: <ul> <li>Assistance or capability with daily living skills</li> <li>Assistance or capability with social &amp; community participation</li> <li>Assistive Technology e.g. equipment which may be required to increase your independence</li> <li>Home Modifications/ Specialised Disability</li> </ul> </li> <li>Accommodation (SDA)</li> <li>Support Coordination</li> <li>Finding and Keeping a Job</li> <li>Improved Health and Wellbeing</li> <li>Therapy goals</li> </ul>