

Refer Details			
Name		Organisation	
Contact Number		Referral Date	
Client Details			
Name		Contact Number	
Address		Date of Birth	
NDIS Information			
NDIS Number		☐ OPG	☐ Plan Nominee
OPG/Plan Nominee Name (if applicable)		OPG/Plan Nominee Contact Number	
Plan Start Date		Plan End Date	
NDIA-Managed	☐ Self-Managed	☐ Client is in PACE	
Plan-Managed	Plan Manager Name		
Client's amount of available Core funds (if known)			
NDIS Funding Disability (e.g. Schizophrenia)			
Safety Information			
Is the client on a Forensic Order?	☐ Yes	☐ No	
Does the client have a Positive Behaviour Support plan?	☐ Yes	☐ No	
Additional Safety Information			

Purpose of Support		
NDIS Goal 1	NDIS Goal 2	Long Term Goal
Support tasks to achieve Goal 1	Support tasks to achieve Goal 2	Support tasks to achieve Long Term Goal

Support Preferences							
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
No. of hours							
Preferred time (e.g. 9-12, 2-4 or afternoon)							
Activity / Task							
Preferred gender of worker	☐ Male		☐ Female		☐ No preference		
Additional preference information							