


Provider Readiness Checklist


Am I ready to become a registered provider with the NDIS?

Use the following checklist to determine if you/your organisation is ready to apply for registration with the NDIA or NDIS Commission.

When you have completed each criteria you are ready to apply.

Criteria	Where do I find the relevant information?	Status 
1 Do I have a basic understanding of the goals of the NDIS and the role of a provider?	Read Section 1 of the Provider Toolkit.	
2 What are the benefits of being a registered provider?	See Section 1.3.1 – The benefits of being a registered provider. All organisations are encouraged to register with the NDIS. However, it is only mandatory if you want to provide supports to Agency-managed participants, or provide Plan Management services. See Quarterly Reports about the proportion of participants who are Agency-managed, plan-managed or self-managed.	
3 Do I understand what NDIS participants want and need from me/my organisation?	See Section 2.2 – Understand what participants want from the NDIS. Undertake your own localised market research. Read NDIS Market Approach: Statement of Opportunity and Intent on the NDIS website. Visit the NDIS Market Information and Useful Links webpage.	
4 Do I provide services and supports that are covered under the NDIS?	See Section 2.3 – What services or supports can be delivered under the NDIS?	

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<p>5 Is the NDIS operating (or about to start operating) in my organisation's service area?</p>	<p>See Section 2.4 – When is the NDIS coming to my area?</p> <p>Visit NDIS homepage – The NDIS in your area tile provides searchable maps to see current areas covered and staged rollout plans for 2016-2019.</p>	
<p>6 Can I meet the various formal requirements for becoming a registered provider, such as:</p> <ul style="list-style-type: none"> • NDIA Terms of Business • Additional Terms of Business for Specialist Disability Accommodation providers • Professional qualifications and membership of a relevant professional body • NDIS Quality and Safeguards Working Arrangements in the Guide to Suitability 	<p>See Section 2.6 Key registration requirements, specifically:</p> <ul style="list-style-type: none"> • Read Section 2.6.1 Terms of Business • Read Section 2.6.2 Specialist Disability Accommodation Terms of Business (for accommodation providers) • Read the Guide to Suitability in Section 2.7 – this will explain the professional qualifications required and the relevant quality and safeguards working arrangements in each state/territory • Read Section 2.6.4 Choosing the right Registration Groups 	
<p>7 Do I know how much I will get paid, and how I get paid, for the services I want to provide?</p>	<p>See Section 2.8 – NDIS pricing and payment.</p>	
<p>8 Do I know what is involved in becoming a registered provider?</p>	<p>Read Section 2.9 – Becoming a Registered Provider for more information.</p> <p>Step by Step guides for each registration/application process are contained within Section 3.2 of the Provider Toolkit.</p>	