



## Important details to remember if you are thinking of Self-Managing your NDIS plan:

- 🌀 Create a separate bank account in the participant's name that will only be used for NDIS Funding.
- 🌀 By using the Real Support Choices software you will confidently know that you are upholding your employer responsibilities. Simple as Click. Click. Done.
- 🌀 Employ your own support workers and invite them to use the Real Support Choices platform. Have them complete the RSC Employment Pack, ensure that you have a signed Agreement and that they hold the right accreditations (a list will be supplied to you by RSC).
- 🌀 Create a detailed list of service providers that deliver the supports you need, and gradually add to it.
- 🌀 Submitting a Payment Request could not be simpler in the RSC Software, with one click you connect directly to the NDIS Participant Portal. Our software can supply you with detailed payment reports if the NDIS request proof of how you are spending your plan funds.
- 🌀 Maintaining financial records is easy with Real Support Choices and Xero. All your records will be kept up to date, and invoices/receipts securely filed.

### **How Real Support Choices will help with your Self-Management responsibilities:**

Partnerships that will help you choose and hire your own support workers and supply you with the documents required to hire them directly.

Regular emails with the required details you will need to make sure your support workers are paid correctly and on time.

Software that will make sure that financial records are kept of all supports used within your plan.

### **If Self-Managing is the right choice for you, start doing these simple things now:**

Keep records and notes on money spent and what the item/service was purchased for.

Watch our tutorial videos on Vimeo & Youtube to see how easy the Real Support Choices software really is, and how it will help you save thousands of dollars by self-managing your plan.

Learn from other people who are self-managing, go to a workshop, read about record keeping, source instructional videos, or ask your Planner to include capacity building in your Plan with a goal of self-management.