



Disability Services Commission

# Western Australian National Disability Insurance Scheme (WA NDIS) Operational Policy

## Portability

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### 1. Key words

Permanent, move, portability, interstate, intrastate, eligible, relocation, address.

### 2. Policy statement

This operational policy outlines how plans and funded supports are managed for people with disability who permanently relocate, or move into, WA NDIS area.

A permanent relocation is defined as a change of residential address within Australia for a planned period of 12 months or more.

### 3. Principles

People with disability have the same right as other members of society to participate in, direct and implement the decisions that affect their lives, including where they live.

People with disability receiving disability support services who transition to the NDIS will not be disadvantaged as a result of this transition, including by change of eligibility or reasonable and necessary support criteria.

Eligible people with disability are provided with security and flexibility when moving residences, ensuring continuity of supports.

WA NDIS staff will work collaboratively with the National Disability Insurance Agency (NDIA), other jurisdictions, and programs to ensure a smooth transition and minimal impact on individuals when they move between an NDIS area site and non-NDIS locations. This includes reviewable and renewable funding and any one-off allocations not expended in the individual's current plan.

## 4. Background

To access support through WA NDIS, a person must meet the eligibility requirements outlined in the WA NDIS Operational Policy – Eligibility.

For information about **temporary** absences from WA NDIS sites, see the WA NDIS Operational Policy – Grace Periods.

## 5. Implementation

This operational policy will be implemented in WA NDIS areas.

WA NDIS allows individuals receiving disability services to move into different disability service systems with continuing support and funding for a period of up to 12 months. This allows a person time to secure services, support and funding at the destination with the assurance of continuity of support.

A breakdown of the eligibility status of people permanently relocating in to or out of WA is given in Appendix 1.

For the purposes of WA NDIS reporting, an individual who has moved out of WA NDIS area will continue to be counted as a WA NDIS participant for the duration of this 12 month period.

The Local Coordinator will work with their relevant counterparts in the Disability Services Commission (the Commission), NDIA and disability agencies in other jurisdictions to ensure any transition of supports is managed flexibly and seamlessly.

## 6. Compliance

Compliance with this policy is mandatory.

## 7. Communication

This document will be published on the internet, and relevant employees and other stakeholders advised of its existence.

## 8. Evaluation and review

This policy will be reviewed in 24 months or whenever required by a significant change to relevant policy, people, process, technology and/or information. Evaluation of the policy will take into account operational learning, feedback from stakeholders and relevant data.

## 9. Related documents

Disability Services Regulation 2004

WA NDIS Operational Policy – Eligibility

Moving Interstate: Assistance to People with the Disability and their Carers Policy

Local Area Coordination Framework Policy  
The National Interstate Portability Protocol  
NDIS Operational Guideline 7 – Access to the NDIS – The Residence Requirements



## Appendix 1

### Permanent relocation in to WA NDIS area

(for reasons other than disability support e.g. for education, employments, health care or family support).

Intrastate	Interstate	
From elsewhere in Western Australia (excluding the Perth Hills sites)	From NDIA NDIS outside of Western Australia	From interstate jurisdictions (i.e. non-NDIS sites)
<ul style="list-style-type: none"> <li>• People will need to meet WA NDIS eligibility criteria.</li> <li>• The transfer of an person's plan (including any reasonable and necessary funding) will be managed by the existing Local Coordinator and the Local Coordinator in the WA NDIS area to ensure the transition of the individual's supports are managed flexibly and seamlessly. A WA NDIS plan will need to be developed to individualise any in-kind, block funded or therapy supports.</li> <li>• People who are in receipt of Commission funded or provided supports and services when they move, but who do not meet age or residency requirements, will continue to be eligible for those services, although will currently be ineligible for WA NDIS.</li> </ul>	<ul style="list-style-type: none"> <li>• NDIA NDIS will transfer funding for 12 months support (as costed in the person's plan) to WA NDIS.</li> <li>• During this time the person's plan will be reviewed and renewed by the WA NDIS Local Coordinator.</li> </ul>	<ul style="list-style-type: none"> <li>• The originating jurisdiction will transfer funding for 12 months support (as costed in the person's plan) to WA NDIS.</li> <li>• Beyond the 12 month initial period, the person will need to meet WA NDIS eligibility criteria (noting that the person can test her/his eligibility at any time).</li> <li>• During this time the person's plan will be reviewed and renewed by the WA NDIS Local Coordinator.</li> <li>• If the person is not found eligible for the WA NDIS, they may still be eligible for other Commission supports.</li> </ul>

**Permanent relocation out of WA NDIS area**

<b>Intrastate</b>	<b>Interstate</b>	
<b>To elsewhere in Western Australia (excluding the Perth Hills sites)</b>	<b>To NDIA NDIS areas outside of Western Australia</b>	<b>To interstate jurisdictions (i.e. non-NDIS sites)</b>
<ul style="list-style-type: none"> <li>• The person will receive 12 months funding as costed in his or her WA NDIS plan.</li> <li>• The transfer of a person’s plan (including any reasonable and necessary funding) will be managed by the Local Coordinator in the WA NDIS area and the other Local Coordinator to ensure the transition of the person’s supports is managed flexibly and seamlessly.</li> <li>• The Commission will ensure portability of supports and that a person’s approved plan will not be impacted by permanently moving. This includes where a person may be eligible and receiving funding for supports within WA NDIS which are not usually provided within Local Coordination. For example, people receiving early intervention supports will not be required to join a waitlist to receive services.</li> </ul>	<ul style="list-style-type: none"> <li>• WA NDIS will transfer 12 months funding (as costed in the person’s WA NDIS plan) to the NDIA NDIS.</li> <li>• The Local Coordinator will work with their NDIA counterparts to ensure the transition of supports is managed flexibly and seamlessly.</li> </ul>	<ul style="list-style-type: none"> <li>• WA NDIS will transfer 12 months funding (as costed in the person’s WA NDIS Plan) to the destination jurisdiction.</li> <li>• The Local Coordinator, in collaboration with the Commission’s Portability Coordinator, will work with their interstate counterparts to ensure the transition of supports and funding is managed flexibly and seamlessly.</li> </ul>

