



Disability Services Commission

Local Coordination Operational Policy

Prioritisation of Funding

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1. Key words

Prioritisation, support, funding, decision making.

2. Policy statement

During the phasing in of the National Disability Insurance Scheme (NDIS) across the State, a difference will remain between demand for reasonable and necessary supports and available funding to meet the costs of those supports. Prioritisation of funding will be required to ensure those people with the greatest need are adequately supported. Until the NDIS is fully implemented, this prioritisation will occur through local decision-making. This reflects the principle that decisions are best made close to the person they affect.

Funding allocation will balance the needs of the person with disability and their family or carer in relation to the needs of others seeking support.

Funded strategies must meet the requirements for reasonable and necessary supports, and reflect the individual's support needs assessment.

Where there is greater demand than can be met with available funding, prioritisation indicators will guide decision making about the circumstances that will be prioritised for support and, subsequently, which, if any, plan goals and strategies will be funded to meet those priority needs.

This policy will apply outside NDIS areas in Western Australia.

3. Compliance

Compliance with this policy is mandatory.

4. Principles

Decision-making principles are transparent, easily understood and publicly available.

Funding decisions will be open and transparent and determined in a fair manner.

The decision-making process for prioritising funding is consistently applied across Local Coordination areas.

The person's individual needs and availability of funds will determine the supports which receive funding, this may mean that not all strategies proposed by an individual are funded.

5. Priority Areas

1. When considering an individual's need for support, the following circumstances will be prioritised:
 - a) The need for the support is urgent and requires an immediate response, e.g:
 - an insufficient level of care to meet the person's disability related needs due to the usual support system becoming unavailable
 - the person is experiencing abuse or neglect (physical, psychological, sexual and/or emotional), or is imminently likely to if the support is not made available.
 - b) The need for support arises from a situational change, such as returning to the community after hospitalisation, incarceration, a child turning 18 leaving care arrangements, or change in workplace or schooling, and as a result the person:
 - will have no or negligible disability related supports in place and delay is likely to result in a further reduction in functioning or wellbeing
 - will require appropriate support arrangements in place in order to move safely to the community.
 - c) The need for early intervention supports for children aged 0 – 6 years is required:
 - to improve the effectiveness of those supports or slow/halt further deterioration or improve the child's functionality
 - at a time approaching a key milestone, in order to enhance the likelihood of achieving the milestone.
 - d) The need for early intervention supports for a person soon after the disability is acquired or diagnosed which are likely to benefit the person by reducing the person's future needs for disability supports by
 - improving the effectiveness of those supports
 - improving function or slowing/halting further functional deterioration
 - strengthening the sustainability of informal supports available to the person.
 - e) The need can be met in the short term and may prevent additional resources

being required if needs are unmet for a longer period, such as provision of respite.

- f) Multiple and complex need or disadvantage exists within the personal, social and/or community context of the person with disability and impacts or is likely to impact on the wellbeing of the person with disability.
2. Once the individual's need for support has been prioritised, the priority for funding goals and strategies identified in a plan to meet that need will be based on:
 - a) the strategies that the person with disability and, if appropriate, their family or carer, identifies as best able to meet the priority need
 - b) the strategies that the person with disability and, if appropriate, their family or carer, identifies as most important in addressing the priority need and is most urgent
 - c) the readiness of the requested strategies to be implemented
 - d) whether the supports, if used in the past, have been effective in achieving plan goals or have a high likelihood of achieving a positive impact for the person in the immediate future.

6. Implementation

This policy will be implemented when a person develops a plan for the first time and where a person with an existing plan has changed needs requiring additional funding.

Prioritisation of need for support will be considered by Local Coordinators in collaboration with their Area Manager and Regional Manager.

The prioritisation of funding of reasonable and necessary strategies and supports within a plan will be considered by Local Coordinators, in consultation with the person with disability and their supporters, as part of the planning process.

Supports may not be of the same nature, quantity or funding amount as was the case in the person's previous arrangements.

The Local Coordinator will document the rationale for prioritisation based on the priority indicators and using the Planning and Assessment Tool to provide evidence of support required.

Funding decisions will be endorsed in accordance with the approved delegated authority.

The process of prioritisation is ongoing and will be considered as part of each scheduled or early plan review.

Funding decisions that do not meet the prioritisation criteria are out of policy and must be approved by the Executive Director.



7. Comparability of decisions

The Planning and Assessment Tool will assist with determining and assessing a person's support context for comparison purposes.

To enhance consistency of decision-making, Area Managers will discuss approved plans at regular comparability meetings with the Regional Managers and analyse the individual's circumstances, strategies that have been funded and the funding levels.

8. Communication

This document will be published on the Disability Services Commission's (Commission) website and intranet, and relevant employees and other stakeholders advised of its existence.

9. Evaluation and review

This policy will be reviewed in 12 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.

10. Complaints

A person or their representative may raise concerns and complaints through the Commission's complaint resolution process about how prioritisation decisions have been made but this does not extend to decisions themselves.

11. Related documents

People at Risk Policy

NDIS Operational Guideline – Planning and Assessment – Prioritisation of Plans – Urgent Cases

Local Operations Operational Policy – Funded Supports in the Plan – Reasonable and Necessary

Local Operations Operational Policy – Plan Development and Plan Changes

Local Operations Operational Policy – Prioritisation of Plans

Local Operations Operational Procedure – Temporary One Off Funding