



Transfer Plan

Transferring Western Australian NDIS participants
into the nationally-delivered NDIS.

Transfer Plan for WA NDIS participants moving to the NDIA.

1. Background

This Transfer Plan (the Plan) sets out the key deliverables agreed between the National Disability Insurance Agency (NDIA), the Western Australian Government and the Commonwealth Government to support the transfer of Western Australian National Disability Insurance Scheme (WA NDIS) participants into the nationally-delivered NDIS in WA between 1 April–31 December 2018.

The Transfer Plan supports the Operational Plan which will be developed to operationalise the Bilateral Agreement between the Commonwealth and Western Australia – Transition to a National Disability Insurance Scheme in Western Australia from 1 January 2018 to 30 June 2023. Together, the Bilateral Agreement, Operational Plan and Transfer Plan detail the arrangements and deliverables for the transfer and transition to the NDIS in Western Australia.

2. Purpose

The Western Australian and Commonwealth Governments and the NDIA acknowledge that the transfer of people in the WA NDIS to the nationally-delivered NDIS is a shared responsibility and requires a considered approach.

The Transfer Plan identifies key streams of work required to transfer WA NDIS participants to the NDIS, including the respective roles and responsibilities of the Western Australian and Commonwealth Governments and the NDIA in achieving the outcomes set in the Transfer Plan. The agreed arrangements to deliver on the Transfer Plan must support the sustainable and effective implementation of the NDIS, including cost effectiveness and strong insurance principles.

The parties acknowledge actions agreed in the Transfer Plan are to be implemented consistent with policies and frameworks agreed by the COAG Disability Reform Council and Council of Australian Governments.



As the transfer process has not been attempted previously, it is expected that the Transfer Plan development will be iterative as actions are undertaken and processes refined. Changes to the Transfer Plan shall be by agreement of the signatories.

The transfer schedule is set out in the below table:

Client Transfer Cohort	Commences	Ends
North East Metro	1 April 2018	30 June 2018
Wheatbelt	1 April 2018	30 June 2018
South Metro	1 July 2018	30 November 2018
Central South	1 August 2018	31 October 2018
Lower South West	1 September 2018	31 December 2018
Kimberley-Pilbara	1 October 2018	31 December 2018
Total Estimated Cumulative Intake		8711

3. Working together

The Plan has been developed in partnership between the NDIA and the Commonwealth and Western Australian Governments. The parties are committed to working together on the implementation of the Plan to ensure the best possible outcomes for people with disability are achieved.

4. Governance

Governance structures will be established to monitor, guide and ensure implementation of both transfer and transition activities. Once transfer activities are completed the Governance bodies will continue to ensure the successful completion of transition activities.

The WA Executive Steering Committee (ESC), consisting of officials from the Western Australian and Commonwealth Governments and the NDIA has been established through the Operational Plan to provide monitoring, accountability and issues resolution for the deliverables agreed under each work stream of the Transfer Plan as well as the Bilateral Agreement and Operational Plan. Meeting arrangements for the ESC will be agreed between the parties.



A WA Operational Working Group (WA OWG), consisting of officials from the Western Australian and Commonwealth Governments and the NDIA has been established through the Operational Plan to ensure operational deliverables of the Transfer Plan as well as the Bilateral Agreement and Operational Plan are met. The WA OWG oversees the Working Groups which will be responsible for the achievement of these deliverables.

The implementation of the Transfer Plan will be underpinned by a risk management framework which will ensure achievement against critical success factors. Issues will be escalated to the OWG and ESC commensurate impact and significance.

These arrangements will ensure that risks are adequately monitored, with any issues proactively solved through escalation, where appropriate. The parties will agree to risk treatments and revised timings as needed in line with Clauses 49 to 51 of the Bilateral Agreement.

5. Key streams of work:

The following key streams of work have been identified for managing the transfer. They will draw on lessons learnt from trial and transition activities, and build on existing experience in the management of Western Australia's disability service system, including the WA NDIS.

5.1. Legislative framework and review

This will aim to ensure that WA legislation supports and does not impede the full implementation of the NDIS.

5.2. Systems to support Participant Plan Transfer

This stream of work focuses on gathering information to ensure the efficient and effective transfer from the WA NDIS business system to the NDIA business system.

5.3. Participant transfer schedule and process

To develop participant focused processes that facilitates a smooth transfer to the nationally-delivered NDIS. The WA and Commonwealth Governments and NDIA are committed to the transfer being as smooth as possible, where people do not need to provide the same information multiple times.



5.4. Workforce

The WA Government and the NDIA will work together to identify skilled staff to facilitate the transfer. The NDIA will work with WA Government to ensure that positive recruitment and training activities are undertaken.

5.5. Property and ICT

The NDIA will acquire 'fit for purpose' property and ICT solutions to support transfer arrangements.

5.6. Providers

The NDIA and WA Government will ensure providers are registered with the NDIS to give participants the best choice of service providers. The NDIA and WA Government will streamline registration processes for providers and engage with existing and potential providers regarding roll out of the NDIS.

5.7. Communications

The NDIA, with WA and Commonwealth Governments, will develop a communications and engagement strategy which will see consistent, understandable, and relevant information is provided to stakeholders about the impacts of transfer activities.

5.8. Financial arrangements

WA and the Commonwealth Government have negotiated financial agreements and inter-agency payments to streamline funding for participant plans, the NDIA workforce, and administration and transfer tasks.

6. Immediate priorities

Each party recognises and agrees to key bodies of work that are required for achievement against the transfer schedule, scheme sustainability and quality outcomes for participants. These include:

- a. Consent gathered by WA Government for WA NDIS participants transferring to the NDIS;
- b. Data and information in the required form and quality delivered to the NDIA; and
- c. Provision of workforce as per the Bilateral Agreement between the Commonwealth and WA Governments.