

How do I apply for an NDIS package?

[< Back to Step 3](#) | [Next topic >](#)

By now you would have spent some time thinking about your goals and aspirations and how you would like to reimagine your life. You've identified the supports and supporters that will be necessary to make this happen.

All of this information can be used to write your application to be submitted to the National Disability Insurance Agency to determine if you are eligible to access the NDIS. The process of submitting an application for the NDIS is called access request.

There are two pathways for submitting an access request that depend on whether you are already receiving disability services or not.

If you are currently receiving disability services that are being moved into the NDIS, you will be contacted by the National Disability Insurance Agency by letter or by phone when it's your time to transition. You will also be contacted by the National Disability Insurance Agency if you are a part of the following Commonwealth Mental Health programs:

- Partners in Recovery
- Personal Helpers and Mentors ,
- Day-to-Day Living

The only exception is Mental Health Respite: Carer Support . If you are getting help from MHR:CS, your provider will help you connect with the NDIS or you can contact the [National Disability Insurance Agency](#) yourself.

The National Disability Insurance Agency may contact you by:

- **Post** - You will receive an introductory letter explaining that National Disability Insurance Agency will be calling you shortly to go through the access request process and if you wish to proceed via the phone
- **Phone** - the National Disability Insurance Agency will contact you to determine if you would like to make your access request over the phone.

It is important to remember if the National Disability Insurance Agency call you and you do not want to go through the access request straight away you have the choice and control to arrange a time that suits you better. You may want to gather some information and have a support person with you so you can request to have a follow up phone call at a later date. You may prefer to meet in-person and it is OK to ask for this too.

If you are not currently receiving any disability services or you are not sure then you can contact the [National Disability Insurance Agency](#) directly.

In your reimagine.today workbook you can use the My appointments section in Step 4 to track when and where your appointments are, as well as any questions or important information you need to discuss.

As part of your access request you will need to submit a range of documents to support your application. The following sections will explain some of the documents you might need.

Pathways: Improving the NDIS experience

In 2018 the National Disability Insurance Agency is trying new approaches to support people with NDIS access and planning. A new pathway for everyone is being tried in Victoria and may be

extended nationally in 2019. A pathway for people with mental health conditions is also being explored. This website will be update when more information is available. If you are interested please find the link to the official report below.

[Improving the participant and provider experience](#)

[< Back to Step 3](#) | [Next topic >](#)