Australian Government
Department of Health, Disability and Ageing

NDIS Amendment Act

NDIA Measures Fact sheet

Part 2

Electronic Forms

Easy Read

Australian Government

Department of Health, Disability and Ageing

The Australian Government Department of Health Disability and Ageing wrote this.

We say **DHDA** for short.

When you see the word **we** it means DHDA.

We wrote this in an easy to read way.

We use pictures to explain some ideas.

Bold

Not bold

We have some words in **bold**.

This means the letters are thicker and darker.

These are important words.

This is an Easy Read summary of another document.

This means it has the most important ideas.

You can ask for help to read this document.

You can ask

- A friend
- Family members
- A support person.

We recognise Aboriginal and Torres Strait Islander people as the **Traditional Owners** of the land we live on.

They were the **first people** to live on and use the

- Land
- Waters.

Contents

About this document

	This document has **3 parts**.
	This document talks about • Changes the government wants to make to NDIS **laws**. Laws are **rules** for how we live. The changes are called the • **Integrity and Safeguarding Act**. We call it the **Act** for short.

	Changes to laws are called **amendments**. They help laws • Change • Be better.
	**Part 1** talks about • Leaving the NDIS
	**Part 2** talks about • **Electronic forms** Electronic forms are filled in on a computer.

Part 3 talks about

- NDIS **plan variations**.

Plan variations are when the

- **National Disability Insurance Agency** changes things in your NDIS plan.

We call them **NDIA** for short.

NDIA can change

- Money
- Supports

In your NDIS plan.

This is **part 2**.

Rules for providers making claims

	This change wants to make it easier for • NDIA to check **providers** are following the rules when they make **claims**.
	**Providers** get money from your NDIS plan to support you.
	Claims are when NDIS providers ask for money for doing a • Service • Support.

	This change will make sure • Providers do the right thing
	• The NDIS is fair.

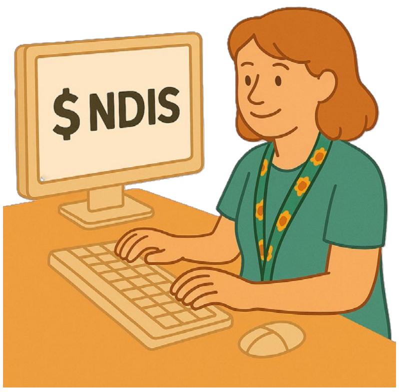
Electronic form system

We think registered providers should have to use the NDIA system to make claims for

- **NDIA managed plans**.

This is when the NDIA pays for supports from your NDIS plan.

This can also be called **agency managed**.



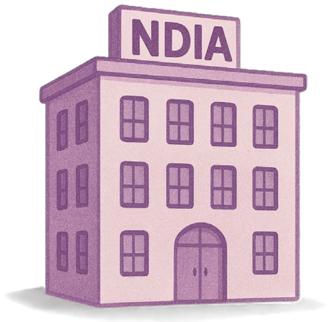
Most providers use the NDIA system already.

People with disability who get NDIS support do **not** have to change how they put claims in.

A provider could ask for a different way if they can **not** use the electronic system.

NDIA have people who can help providers if they have questions about payments.

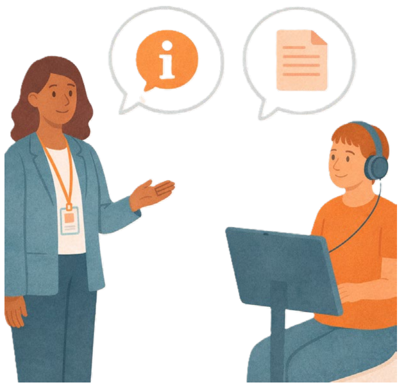
Proof for claims



The change will mean the **Chief Executive Officer** can ask for more information.

We call them **CEO** for short.

They run NDIA every day and make sure the work gets done.



The CEO can ask for

- Information
- Documents

About a claim.

Providers have 14 days to share this information.

	This will help **high risk claims** be paid quickly. High risk claims need extra checking. This could be because • Something does **not** look right • More information is needed.
	NDIA have lots of claims every day that are high risk.
	Sometimes people putting in the claim can **not** give **proof**. Proof means things to support the claim. This change will say what they need to do.

Types of information to be shared

Information about the claim that needs to be shared could be

- What the support is

- The support is part of a NDIS plan

- The support has been done

- The claim is correct.

NDIA will usually ask for

- Receipts

Date	Start – End Time
20/04	9:00 AM – 11:00 AM
21/04	1:30 PM – 3:30 PM
22/04	11:15 AM – 1:00 PM

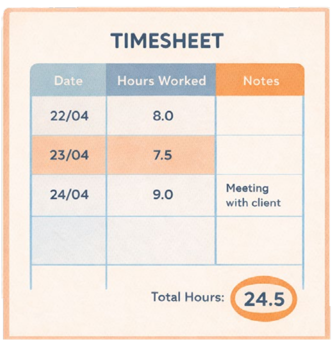
- Something to prove how long the support took

	• What type of support it is
	• The day the support was done
	• Information about what workers were working

This could be things like

- **Payslips**

Payslips say how much money the worker was paid for work.



- **Timesheets**

Timesheets say when someone worked.

They also say how many hours they worked.

- **Rosters.**

Rosters say the times and days people are working.

Keeping your information safe

The NDIA will only ask for

- Information that it needs to approve your claim.

- The NDIA keep your information safe.
- This helps to protect your privacy.
- This is called protected information.

No one can

- Record

- Use

- Share

Protected information.

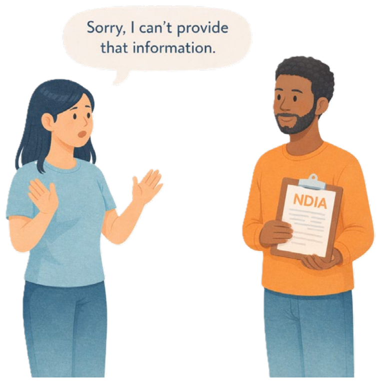
There are rules that NDIA must follow when sharing protected information.

This helps keep information safe.

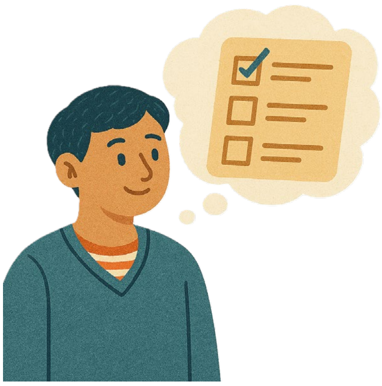
If providers cannot share information

	Sometimes providers can **not** share information • With NDIA • In 14 days.
	NDIA can give providers more time.
	NDIA can change their mind about needing more information. They can do this if the information is lost.

Sharing information quickly with NDIA will make payments faster.



If providers can **not** share information about a claim they can tell NDIA their reasons.



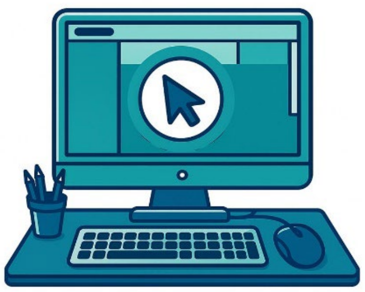
If the CEO thinks the

- Reasons are fair
- Support was done

The provider will be paid.

This will help keep people with disability safe.

More information

	For more information you can look at our website. www.health.gov.au/our-work/ndis-legislation-changes/amendments/2025

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July 2026.