

# ABOUT THIS TOOL

This tool has been created to help support coordinators prepare a Housing Plan for NDIS participants who are wanting to test their eligibility for Specialist Disability Accommodation (SDA) funding. The tool provides information about what support coordinators need to include in a Housing Plan to achieve the best possible outcome for the participant.

The main objective of a Housing Plan is for NDIS participants to receive supports to move into appropriate housing. Appropriate housing could mean:

* Mainstream housing – where necessary modified to suit the participant’s needs
* Specialist Disability Accommodation (SDA)

# WHAT IS SDA?

#### Specialist Disability Accommodation (SDA) is housing that has been designed or modified to suit the needs of a person with an extreme functional impairment or very high support needs. For information about the SDA payments system and the various categories of SDA, please see our Specialist Disability Accommodation (SDA) Payments guide: [summerfoundation.org.au/sda-payments-guide](https://www.summerfoundation.org.au/sda-payments-guide)



# WHEN TO USE THIS TOOL

This Housing Plan Tool (SDA) is useful to complete if a participant wants to move from a group home to another type of SDA property, or where a participant wishes to live in SDA for the first time. The Summer Foundation is preparing a separate tool for support coordinators who need to prepare a housing plan for participants who are looking to move into mainstream housing.

#### The SDA assessment criteria cover two groups of participants. Those who have:

#### Extreme functional impairment and requires an SDA response

#### Very high support needs most appropriately met by an SDA response

**If a participant does not have an ‘extreme functional impairment’ or ‘very high support needs’ then they are unlikely to be eligible for SDA and this tool is not the most appropriate document to use.**

#### A participant’s Housing Plan must clearly show how the participant’s situation compares with the assessment criteria for either ‘extreme functional impairment’ or ‘very high support needs’. This tool will help support coordinators ensure that they include all relevant information that the National Disability Insurance Agency (NDIA) requires to make this decision.

# STRUCTURE

#### This Housing Plan tool is in six parts:

#### Section 1: Eligibility for SDA

#### Section 2 (a): Extreme functional impairment criteria

#### Section 2 (b): Very high support needs criteria

#### Section 3: SDA category recommendation

#### Section 4: Support model recommendation

#### Section 5: Location recommendation

#### Section 6: Supporting evidence

#### The information you gather for Section 1 will determine if you are seeking to meet the criteria in (a) extreme functional impairment or (b) very high support needs, and therefore which section you need to complete in Section 2.

#### The information you gather for Sections 1 and 2 will inform which category of SDA funding you recommend for your participant in Section 3.

In Section 4 you should recommend a support model that will maximise the participant’s independence in the recommended SDA housing. The recommended support model will form the basis of the Supported Independent Living (SIL) quote.

#### In Section 5 the support coordinator should refer to the participant’s housing preference as the basis of recommending a SDA location.

#### Section 6 is where you summarise and attach all the documentation referred to in the Housing Plan.

#### SDA, like all NDIS supports, needs to meet the standard of being ‘reasonable and necessary’ as per Section 34 of the NDIS Act 2013.

# HOW TO USE THIS TOOL

We suggest that you download this document and customise it to use as a Housing Plan template for your organisation. The latest version of this tool can be found here: [summerfoundation.org.au/resources/housing-plan-tool](https://www.summerfoundation.org.au/resources/housing-plan-tool)

Read right through the tool before you start entering information. Note that in the tool we have provided tips and prompts that should be deleted or written over by the support coordinator preparing the plan. In all instances replace the words “the participant” with the name of the person the Housing Plan is being prepared for. We have also included the SDA Rules 2016 so you are aware how information you provide is relevant.

The complete rules around eligibility for SDA can be found here: [legislation.gov.au/Details/F2017L00209/Html/Text - \_Toc256000039](https://www.legislation.gov.au/Details/F2017L00209/Html/Text#_Toc256000039)

In the template, we’ve included the relevant part of the rules in text like this:

SDA RULES 2016:   
3.1 SDA may be funded for a participant if:  
(a) consideration has been given to suitable supports and pathways for the participant that would assist the participant either:

Tips appear in the template like this:

 For the participant to be considered for SDA funding you must collate evidence of their housing history, their preferences, their search for mainstream housing and their housing and support needs. The Summer Foundation developed My Housing Preferences to capture this information, see https://www.summerfoundation.org.au/resources/my-housing-preferences/

Text box prompts appear in the template like this:

Delete or write over the text that appears in each box like this. This information should be used as a guide as to what you should include in each section.

Submit documents in Word format so the NDIA decision maker can cut and paste information from your Housing Plan into their decision. Avoid using text boxes and tables, as it makes cutting and pasting from the Housing Plan into the decision document difficult.

# ALLIED HEALTH ASSESSMENTS

Always include evidence/opinions or reports from allied health professionals that address the rules specifically. The NDIA must consider all the criteria in the SDA Rules – so make sure you address all these and use the same language as the Rule as much as possible.

All allied health reports should:

* outline the professional qualifications, expertise and/or experience of the professional making the assessment
* include a summary of the professional’s contact with the participant, length of treatment and consultation history
* summarise assessments that have been done, citing internationally recognised or standard/best practice assessment tools or tests that the professional has based their opinion on
* include the score, the scale and interpretation of any tests e.g. “…which means an extreme functional impairment”
* Number each paragraph and avoid using text boxes and tables

This Allied Health Housing Assessments tool will assist allied health professionals to understand what is required of them for the Housing Plan: [summerfoundation.org.au/resources/allied-health-housing-assessments](https://www.summerfoundation.org.au/resources/allied-health-housing-assessments)

In the Housing Plan, cut and paste from allied health reports to prove appropriate evidence against each criteria. Provide the NDIA decision maker with the name of the allied health professional, the date of their report and the paragraph number quoted as a reference.

In Section 6 provide the NDIA decision maker with the following summary of each allied health report referred to in the Housing Plan:

The date, the title, the author, their professional qualifications and expertise, the assessments administered and their validity/standing.

Always attach copies of the full allied health reports to the completed Housing Plan.

# HOW THIS TOOL WAS DEVELOPED

#### This tool is not an official NDIS document. The Summer Foundation developed the tool to help make your job easier by providing a structure and some suggestions for how to help participants explain their housing journey and needs to the NDIA.

#### In developing this tool we have drawn on our experience helping participants find housing. We have also consulted with over 30 to allied health professionals, family members and support coordinators to seek feedback on the document. Thank you to all those who have provided comments and suggestions.

If you have any comments on the tool, we would be delighted to hear them. Please contact us at <mailto:info@summerfoundation.org.au>.

# SECTION 1

## Eligibility for SDA

SDA RULES 2016:   
3.1 SDA may be funded for a participant if:  
(a) consideration has been given to suitable supports and pathways for the participant that would assist the participant either:  
 (i) as an alternative to providing supports that include SDA; or  
 (ii) in combination with SDA (see paragraphs 3.2-3.3); and  
(b) the participant meets the SDA assessment criteria (see paragraphs 3.4-3.8).

 SDA (that is, the actual housing) is a funded support. As with all supports, the NDIA will assess whether SDA is reasonable and necessary for the participant to lead an ordinary life.

 For the participant to be assesed for SDA funding in their plan, the Housing Plan must provide evidence of their housing history, their preferences, their search for mainstream housing and their housing and support needs.

### About the Participant

Name:

Date of birth:

Gender:

Relationship status:

NDIS participant number:

NDIS plan commencement date:

Preferred method of communication:

Phone:

Email:

Address:

 Provide the decision maker with the SDA recommended in the Housing Plan to guide their reading of the evidence collated.

**SDA recommendation**

This Housing Plan collates evidence of the participant’s requirement for specialist disability accommodation (SDA) at:

Design category:

Housing Type:

Occupancy configuration:

Location:

Support model:

Where relevant include a statement such as:

*The participant has an offer from [insert SDA provider name] for [insert detail of the offer], which expires on [insert any conditions of the offer]. See attachment.*

### Background information

Include details such as cultural identity, social network and family situation, access to informal support, education, employment and community participation.

The Summer Foundation developed My Housing Preferences to capture this information, see <https://www.summerfoundation.org.au/resources/my-housing-preferences/>

### Primary disability

Outline diagnosis and describe functional impairment for example:

- Where a participant has more than one disability, ensure the physical disability is listed as the primary disability.

– Acquired brain injury: which side of the brain, which parts of the body are affected?

– Progressive neurological disease: stage, relapsing-remitting, primary/secondary?

- Spinal cord injury: what level?

Include information from the participant and a formal diagnosis from a medical or allied health professional, reference your sources and attach relevant reports.

### Secondary disability and other health conditions

Outline any dual diagnosis or multiple disabilities, comorbidities and other health conditions here. Include any allied health assessments that support your statement.

Include information from the participant/family with formal diagnosis from a medical or allied health professional, reference your sources and attach relevant reports.

### Current living arrangement

Include details such as living in a group home, how long, who with, benefits, risks.

Include information from the participant/family with relevant supporting material including e.g. risk assessments, behavioral assessments, police reports, evidence of unplanned hospital admissions etc.

### Preferred living arrangement

Include the participant’s preferred option including who they want to live with, the type of housing, location.

The Summer Foundation developed My Housing Preferences to capture this information, see <https://www.summerfoundation.org.au/resources/my-housing-preferences/>

### Housing search

Include all details of the participant’s search for suitable housing that meets their needs, goals and preferences.

Check [www.thehousinghub.org.au](http://www.thehousinghub.org.au) for vacancies.

Include details of any SDA properties the participant has already applied for.

Include evidence of applications for public housing, community housing, private rental etc.

The Summer Foundation developed My Housing Preferences to capture this information, see <https://www.summerfoundation.org.au/resources/my-housing-preferences/>

### Current supports and pathways

 ‘Supports and pathways’ is the language used in SDA Rule 3.2. In this context, ‘supports’ refer to the supports that maintain the participant’s current housing, or would adequately support the participant in an alternative mainstream housing option; ‘pathways’ refer to alternative forms of housing (and associated support models) that have been explored.

SDA RULES 2016:  
3.2 The CEO is to consider the availability and likely effectiveness of suitable supports and pathways for the participant, either as an alternative to SDA or in combination with SDA, before considering whether the participant meets the SDA assessment criteria. In doing so, the CEO is to have regard to:  
(a) the extent to which suitable supports and pathways have been attempted and their success

Include all details of any support the participant currently receives: the type, what it’s for, number of hours, what supports have been attempted and their success.

This section should include evidence/opinions or reports from allied health professionals that address these rules specifically. Ensure the report uses the same language as the rule. All allied health reports should outline the professional qualifications, expertise and/or experience of the professional making the assessment.

Suitable supports and pathways may include:

– Capacity building supports

– Assistance with daily living

– Home modifications and/or assistive technologies

– Life transition planning, including mentoring and peer support that focuses on skill development

### Recommended supports and pathways

SDA RULES 2016:  
3.2 The CEO is to consider the availability and likely effectiveness of suitable supports and pathways for the participant, either as an alternative to SDA or in combination with SDA, before considering whether the participant meets the SDA assessment criteria. In doing so, the CEO is to have regard to:  
(b) the extent to which informal supports could be sustained or developed

Include information about the participant’s access to informal supports e.g. family and whether or not they are sustainable.

Consider whether capacity building supports, person to person supports, home modifications and/or assistive technology could increase the sustainability of these supports.

Where relevant insert a carer statement here.

Think about whether the participant moving out of their family home may be one of their goals and in keeping with an ordinary life. For information on what is meant by an ordinary life see, <https://www.ndis.gov.au/about-us/governance/IAC/iac-reasonable-necessary-lifespan>

If the participant is living with ageing parent carers insert details and associated risks here, including the parents’ preferences for the participant’s future living arrangements.

### Recommendation regarding support coordination

SDA RULES 2016:

3.2 The CEO is to consider the availability and likely effectiveness of suitable supports and pathways for the participant, either as an alternative to SDA or in combination with SDA, before considering whether the participant meets the SDA assessment criteria. In doing so, the CEO is to have regard to:

c) whether support coordination (see paragraph 4.12) should be funded to explore the availability and viability of suitable supports and pathways.

3.3      For the purposes of paragraph 3.2, suitable supports and pathways may include:

(a) capacity building supports;

(b) assistance with daily living;

(c) home modifications or assistive technologies; or

(d) life transition planning including mentoring and peer support, focusing on individual skill development.

Outline how the provision of funded support coordination would benefit the participant, the recommended hours and what support would be used for.

Generally the Housing Plan demonstrates the participant’s exploration of the availability and viability of suitable supports and pathways prior to the NDIA considering SDA.

If the participant is assessed as eligible for SDA the participant may need support coordination funded to locate appropriate SDA, this is addressed in Section 5 of the Housing Plan Tool.

### SDA ASSESSMENT CRITERIA

SDA RULES 2016:  
SDA assessment criteria  
3.4 A participant meets the SDA assessment criteria if either:

(a) the participant has an extreme functional impairment and requires an SDA response (see paragraphs 3.5-3.6); or

(b) the participant has very high support needs most appropriately met by an SDA response (see paragraphs 3.7-3.8).

Does the participant have extreme functional impairment that requires an SDA response?

YES  NO  **If you ticked yes, move on to Section 2 (a)**

Does the participant have very high support needs most appropriately met by an SDA response?

YES  NO  **If you ticked yes, move on to Section 2 (b)**

 If the answer to both questions is ‘no’, then it is unlikely that the participant is eligible for SDA funding.

Provide a Housing Plan to the NDIA that details the reasonable and necessary supports, such as capacity building or person to person supports, home modification and assistive technology, that would enable the participant to live in a mainstream housing option. For more information on mainstream housing options see: <https://www.summerfoundation.org.au/category/cfc-newsletters/cfc-newsletter-dec-2017/>

 If you ticked ‘yes’ for both sections, review the criteria for both SDA below. Determine which SDA your documentation most clearly demonstrates the participant’s eligibility for.

Very high support needs – this category may be most relevant in people with behaviours of concern in need of robust housing or people whose capacity to live independently has been impaired by living for a long time in a group home or with an ageing parent carer.

# SECTION 2 (a)

## EXTREME FUNCTIONAL IMPAIRMENT CRITERIA

[https://www.legislation.gov.au/Details/F2017L00209/Html/Text - \_Toc256000039](https://www.legislation.gov.au/Details/F2017L00209/Html/Text#_Toc256000039)

SDA RULES 2016:  
SDA assessment criteria  
3.4 A participant meets the SDA assessment criteria if either:

**(a) the participant has an extreme functional impairment and requires an SDA response (see paragraphs 3.5-3.6); or**

(b) the participant has very high support needs most appropriately met by an SDA response (see paragraphs 3.7-3.8).

 In this section you must describe the participant’s extreme functional impairment. You must also show how the needs of the impairment are best met by combining SDA and other supports, compared with other supports alone.

 Please refer to the Summer Foundation’s **Allied Health Housing Assessments guide** for detailed information about what allied health assessments may be useful, what the assessments should include and how the information should be presented.

### Extreme functional impairment

SDA RULES 2016:

3.5 A participant has an extreme functional impairment if:

(a) the impairment results in an extremely reduced functional capacity of the participant to undertake one or more of the activities of mobility, self-care or self-management.

Detail the participant’s extreme functional impairment and reduced capacity for any of the following domains:

self-care,

self-management

and/or mobility.

This section should include evidence/opinions or reports from allied health professionals that address these rules specifically. Ensure the report uses the same language as the rule.

All allied health reports should outline the professional qualifications, expertise and/or experience of the professional making the assessment. Ideally the allied health professional has numbered the paragraphs in their report. Cut and paste the relevant paragraph here and provide a reference e.g. Alexandra Wright, physiotherapist, Physiotherapy Housing Assessment 07/02/2018, paragraph X, attached.

### Very high need for person to person supports

SDA RULES 2016:

3.5 A participant has an extreme functional impairment if:

(b) the participant has a very high need for person to person supports in undertaking the activity even with assistive technology, equipment or home modifications.

Detail the person to person support the participant requires. Consider what support assistive technology does or could provide, equipment they use or could use and what difference any modifications to their home environment might make.

This section should include evidence/opinions or reports from allied health professionals that address these rules specifically. Ensure the report uses the same language as the rule.

All allied health reports should outline the professional qualifications, expertise and/or experience of the professional making the assessment. Ideally the allied health professional has numbered the paragraphs in their report. Cut and paste the relevant paragraph here and provide a reference e.g. Jane Fisher, occupational therapist, Occupational Therapy Housing Assessment 07/02/2018, paragraph X, attached.

### Goals, objectives and aspirations

SDA RULES 2016:  
3.6 The participant requires an SDA response if, when compared to other supports alone, combined SDA and other supports:

(a) would be likely to better assist the participant to pursue the goals, objectives and aspirations in the participant’s statement of goals and aspirations

 Use the Summer Foundation’s My Housing Preferences tool as a guide to understanding the participant’s goals and aspirations.  
<https://www.summerfoundation.org.au/resources/my-housing-preferences/>

Outline the participant’s goals as detailed in their NDIS plan, including any aspirations related to community living and housing. Specify how SDA will help the participant meet these goals.

This section should include evidence/opinions or reports from allied health professionals that address these rules specifically. Ensure the report uses the same language as the rule. Cut and paste the relevant paragraph here and provide a reference e.g. Rachel Smyth, social worker, Exploring Housing Options Assessment 07/02/2018, paragraph X, attached.

### SDA is more beneficial than other supports alone

SDA RULES 2016:

3.6 The participant requires an SDA response if, when compared to other supports alone, combined SDA and other supports:

(b) would be likely to be more effective and beneficial, having regard to current good practice, because of the extent to which it would, where possible:

(i) mitigate or alleviate the impact of the participant’s impairment upon their functional capacity;

(ii) prevent the deterioration of their functional capacity;

(iii) improve their functional capacity;

(iv) maintain or promote the participant’s ability to build capacity, including in the medium or long term; or

(v) maintain or enhance the participant’s opportunities to develop skills

 At least one of the criteria (i) to (v) must be met, but not all. Provide comprehensive evidence of at least one, and evidence in support of as many as possible.

Consider whether SDA would be likely to be more effective and beneficial because it would, in the long term:

– Reduce the impact of the participant’s impairment on functional capacity

– Prevent deterioration of the participant’s functional impairment

– Maintain or improve functional capacity

– Maintain, improve or develop skills, or provide greater opportunity for skill development

This section should include evidence/opinions or reports from allied health professionals that address these rules specifically. Ensure the report uses the same language as the rule.

Cut and paste the relevant paragraph here and provide a reference e.g. Robert Baker, physiotherapist, Housing Assessment 07/02/2018, paragraph X, attached.

### Value for money

SDA RULES 2016:  
3.6 The participant requires an SDA response if, when compared to other supports alone, combined SDA and other supports:

(c) would represent better value for money

Outline whether SDA represents better value for money when compared to other alternatives, including the long-term costs of supports within non SDA. Detail any long-term costs savings, particularly where SDA is likely to lead to better life outcomes for the participant. Consider increased opportunities for social and economic participation that might result from SDA.

Consider the cost savings that may result from stable housing and appropriate tailored supports, for example:

- Fewer unplanned hospital admissions

- Appropriate housing and support may support skin integrity

- May allow the participant to avoid homelessness/contact with the criminal justice system/long-term hospitalisation

- Supporting a participant to exit RAC may represent better value for money as residing in RAC is a barrier to the participant achieving their goals and aspirations, living an ordinary life, building their capacity for independent living/self care/ utilising informal supports

- Housing that maximises a participant’s independence is required for the participant to build their capacity and may result in them requiring fewer person to person supports as their independence increases

This section should include evidence/opinions or reports from allied health professionals that address these rules specifically. Ensure the report uses the same language as the rule. Cut and paste the relevant paragraph here and provide a reference e.g. Jane Fisher, occupational therapist, Occupational Therapy Housing Assessment 07/02/2018, paragraph X, attached.

### Stability and continuity of support

SDA RULES 2016:/

3.6 The participant requires an SDA response if, when compared to other supports alone, combined SDA and other supports:

(d) would promote stability and continuity of supports, particularly for participants currently residing in SDA.

Detail how SDA would provide more stability for the participant. Outline the level of stability (or lack of) that the participant already experiences if currently living in SDA. Detail the importance of continuity of supports for the participant’s long-term life outcomes.

The Summer Foundation developed My Housing Preferences to capture this information from the participant’s/family’s perspective, see <https://www.summerfoundation.org.au/resources/my-housing-preferences/>

This section should include evidence/opinions or reports from allied health professionals that address these rules specifically. Ensure the report uses the same language as the rule. Cut and paste the relevant paragraph here and provide a reference e.g. Rachel Smyth, social worker, Exploring Housing Options Assessment 07/02/2018, paragraph X, attached; Jane Fisher, occupational therapist, Occupational Therapy Housing Assessment 01/02/2018, paragraph X, attached.

Proceed to Section 3.

**SECTION 2 (b)**

## VERY HIGH SUPPORT NEEDS CRITERIA

[https://www.legislation.gov.au/Details/F2017L00209/Html/Text - \_Toc256000039](https://www.legislation.gov.au/Details/F2017L00209/Html/Text#_Toc256000039)

SDA RULES 2016:  
SDA assessment criteria  
3.4 A participant meets the SDA assessment criteria if either:

(a) the participant has an extreme functional impairment and requires an SDA response (see paragraphs 3.5-3.6); or

**(b) the participant has very high support needs most appropriately met by an SDA response (see paragraphs 3.7-3.8).**

 In this section you must outline the participant has very high support needs and how these needs are best met by combined SDA and other supports when compared to other supports alone.

 You must demonstrate how the participant meets the criteria for Rule 3.7a (Previous SDA arrangements) OR 3.7b (Person to person supports).

 Please refer to the Summer Foundation’s **Allied Health Housing Assessments guide** for detailed information about what allied health assessments may be useful, what the assessments should include and how the information should be presented.

### Previous SDA arrangements

SDA RULES 2016:  
3.7 A participant has very high support needs if:

(a) the participant has previously lived in SDA for extended periods, and this has impacted the capacity of the participant to transition to alternative living arrangements and supports; **or**

Outline the participant’s previous SDA living arrangements and the impact it has had on their ability to live in other types of housing. The Summer Foundation developed My Housing Preferences to capture this information from the participant’s/family’s perspective, see https://www.summerfoundation.org.au/resources/my-housing-preferences/

Cut and paste the relevant paragraph paragraphs from allied health professional reports that address the impact of living in SDA for long periods on the participant’s capacity to transition to alternative living arrangements and supports here. Provide a reference e.g. Jane Fisher, occupational therapist, Occupational Therapy Housing Assessment 07/02/2018, paragraph X, attached.

### Very high level of need for person to person supports

SDA RULES 2016:  
3.7 A participant has very high support needs if:

(b) the participant has a very high level need for person to person supports, either immediately available or constant, for a significant part of the day and either:

(i) there are limitations in the availability, capacity or capability of the participant’s informal support network, or risks to its sustainability; or

(ii) the participant is at risk or poses a risk to others, and that risk could be mitigated by the provision of SDA, having particular regard to the participant’s response to risk and the interaction of the participant with the environment.

 You must demonstrate how the participant meets the criteria for Rule 3.7b(i) (Limitations of informal support) OR 3.7b(ii) (Risks posed to self or others), not necessarily both.

Detail the level of person to person support the participant needs. To be eligible for SDA under this stream, the participant must require support to be constant or immediately available for a significant part of the day.

Identify any gaps in informal support and the risks associated with those gaps. Include any foreseeable increase in those gaps and risks caused by ageing parents, diminishing community interaction or other causes.

Identify any physical or psychological risk the participant poses to themselves or others, how support reduces risks and how the participant responds. Include details of any risk the physical environment might pose and how SDA could reduce the risk.

This section should include evidence/opinions or reports from allied health professionals that address these rules specifically. Ensure the report uses the same language as the rule. Cut and paste the relevant paragraph here and provide a reference e.g. Sue Giddens, neuropsychologist, Housing Assessment 30/01/2018, paragraph X, attached.

### Goals, objectives and aspirations

SDA RULES 2016:

3.8 The very high support needs are most appropriately met by an SDA response if, when compared to other supports alone, combined SDA and other supports:

(a) would be likely to better assist the participant to pursue the goals, objectives and aspirations in the participant’s statement of goals and aspirations

 Use the Summer Foundation’s My Housing Preferences tool as a guide to understanding the participant’s housing aspirations.  
<https://www.summerfoundation.org.au/resources/my-housing-preferences/>

Outline the participant’s goals as detailed in their NDIS plan, including any aspirations related to community living and housing. Specify how SDA will help the participant meet these goals.

Cut and paste any sentences or paragraphs from allied health reports that address how SDA would be likely to better assist the participant to pursue their goals and aspirations than their current living arrangement or any viable alternative arrangement here. Provide a reference e.g. Jane Fisher, Occupational Therapist, Occupational Therapy Housing Assessment 17/01/2018, paragraph X, attached.

### SDA is more beneficial than other supports alone

SDA RULES 2016:  
3.8 The very high support needs are most appropriately met by an SDA response if, when compared to other supports alone, combined SDA and other supports:

(b) would be likely to be more effective and beneficial, having regard to current good practice, because of the extent to which it would, where possible:

(i) reduce the participant’s future need for supports which might be required due to inappropriate accommodation;

(ii) assist the participant to pursue goals related to life opportunities and life transitions;

(iii) mitigate or alleviate the impact of the participant’s impairment upon their functional capacity;

(iv) prevent the deterioration of their functional capacity;

(v) improve their functional capacity;

(vi) maintain or promote the participant's ability to build capacity, including in the medium or long term; or

(vii) maintain or enhance the participant’s opportunities to develop skills

 At least one of the criteria (i) to (vii) must be met, but not all. Include evidence of as many as possible, including comprehensive evidence of at least one.

Outline how SDA would, in the long term, be likely to be more effective and beneficial to:

– Reduce the participant’s reliance on supports other than SDA

– Help the participant pursue their goals

– Reduce the impact of the participant’s impairment on their functional capacity

– Prevent deterioration of or improve the participant’s functional capacity

– Provide opportunities for the participant to maintain or develop skills

This section should include evidence/opinions or reports from allied health professionals that address these rules specifically. Ensure the report uses the same language as the rule. Cut and paste the relevant paragraph here and provide a reference e.g. Sue Giddens, neuropsychologist, Housing Assessment 30/01/2018, paragraph X, attached.

### Value for money

SDA RULES 2016:

3.8 The very high support needs are most appropriately met by an SDA response if, when compared to other supports alone, combined SDA and other supports:

(c) would represent better value for money, having regard to:

(i) whether combined SDA and other supports would be likely to substantially improve the life stage outcomes for, and be of long-term benefit to, the participant; and

(ii) the cost of providing the participant with supports needed to live in accommodation other than SDA, taking into account whether those supports may be shared with few or no other participants and the limitations of the participant’s informal support network.

Outline how SDA for the participant would improve their life stage outcomes for the long term and the costs of supporting the participant in housing that is not SDA, including how that support may or may not be shared with others.

Outline how the very high support needs of the participant are most economically met in SDA, when compared to any other housing alternatives. Include the long-term costs of comparable supports within non SDA. Detail any long-term costs savings. Explain how SDA is likely to lead to better life outcomes for the participant. Include increased opportunities for social and economic participation that might result from SDA.

Consider the cost savings that may result from stable housing and appropriate tailored supports, for example:

- Fewer unplanned hospital admissions

- Appropriate housing and support may support skin integrity

- May allow the participant to avoid homelessness/contact with the criminal justice system/long-term hospitalisation

- Supporting a participant to exit RAC may represent better value for money as residing in RAC is a barrier to the participant achieving their goals and aspirations, living an ordinary life, building their capacity for independent living/self care/ utilising informal supports

- Housing that maximises a participant’s independence is required for the participant to build their capacity and may result in them requiring fewer person to person supports as their independence increases

This section should include evidence/opinions or reports from allied health professionals that address these rules specifically. Ensure the report uses the same language as the rule. Cut and paste the relevant paragraph here and provide a reference e.g. Jane Fisher, Occupational Therapist, Occupational Therapy Housing Assessment 07/02/2018, paragraph X, attached.

**SECTION 3:**

# SDA CATEGORY RECOMMENDATION

SDA RULES 2016:

4.1 Once a participant has been assessed as being eligible for SDA, it is necessary to determine the appropriate SDA type (design category and building type) and location for the participant and, where necessary, an alternative interim option.

There are five SDA housing design categories:

* Basic
* Improved Livability
* Fully Accessible
* Robust
* High Physical Support

There are four SDA building types:

* Apartments
* Villas, duplexes and townhouses
* Houses
* Group homes

Location may refer to a geographical region or a particular address of an SDA property.

The geographical regions used by the NDIA refer to Australian Bureau of Statistics Statistical Area Level 4 (SA4), go to: <http://stat.abs.gov.au/itt/r.jsp?ABSMaps>

 For more information about SDA design categories, building types and location please refer to the Summer Foundation’s SDA Payments Guide <https://www.summerfoundation.org.au/resources/sda-payments-guide/>

### STEP ONE: Appropriate SDA

SDA RULES 2016:

4.2 Step 1

1. Determine the appropriate SDA type (design category and building type) and location for the participant, applying paragraphs 4.3-4.9 below. The matters in these paragraphs are to be considered in the context of the overall package of supports for the participant, including having regard to the participant’s preferences, goals and aspirations and the total cost of the package of supports.

SDA RULES 2016 NOTE: *If the participant currently resides in SDA and wishes to stay there, refer to paragraph 4.11 before proceeding with the further steps below. Paragraph 4.11 may also be considered at a later stage (e.g. at Steps 4 and 5 if the participant would prefer to continue to reside in their current dwelling than in a dwelling that has been identified as an alternative interim option).*

### Recommended SDA design category

SDA RULES 2016:

4.3 There are five SDA design categories (which are described in further detail in the NDIS Price Guide):

(a) **Basic design**, which refers to housing without specialist design features but with a location or other features that cater for the needs of people with disability and assist with the delivery of support services (only funded in limited circumstances—see paragraph 4.4);

(b) **Improved liveability design**, which refers to housing that has been designed to improve ‘liveability’ by incorporating a reasonable level of physical access and enhanced provision for people with sensory, intellectual or cognitive impairment;

(c) **Fully accessible design**, which refers to housing that has been designed to incorporate a high level of physical access provision for people with significant physical impairment;

(d) **Robust design**, which refers to housing that has been designed to incorporate a high level of physical access provision and to be very resilient, reducing the likelihood of reactive maintenance and reducing the risk to the participant and the community;

(e) **High physical support design**, which refers to housing that has been designed to incorporate a high level of physical access provision for people with significant physical impairment and requiring very high levels of support.

SDA RULES 2016 NOTE: *Dwellings falling within the above categories (other than Basic design) may also fall within the ‘Innovation design’ category in the NDIS Price Guide if they have additional innovative features or design.*

 The basic design category is only for existing group homes.

Cut and paste sentence or paragraph from an allied health report that recommends the appropriate SDA design category for the participant here. Provide a reference e.g. Jane Fisher, Occupational Therapist, Occupational Therapy Housing Assessment 07/02/2018, paragraph X, attached.

### SDA building type Recommended

SDA RULES 2016:

4.5 There are five SDA building types (which are described in further detail in the NDIS Price Guide):

(a) **apartments**, which are self-contained units occupying only part of a larger residential building. Apartments are typically classified as Building Class 2 under the Building Code of Australia;

(b) **duplexes, villas and townhouses**, which are separate but semi-attached properties within a single land title or strata titled area. The dwellings will be separated from one or more adjoining dwellings by a fire-resisting wall (although fire resistance is not required for Existing Stock). These may also include ancillary dwellings that are located on the same parcel of land as another dwelling (such as standalone villas or ‘granny flats’). These types of buildings are typically classified as Building Class 1(a)(i), 1(a)(ii) or 3 under the Building Code of Australia;

(c) **houses**, which are detached low-rise dwellings with garden or courtyard areas. Houses are typically classified as Building Class 1(a)(i), 1(b)(i) or 3 under the Building Code of Australia;

(d) **group homes**, which are houses that are enrolled (or will be enrolled) to house four or five long-term residents. Group homes are typically classified as Building Class 1(b)(i) or 3 under the Building Code of Australia;

(e) **larger dwellings**, which are enrolled (or will be enrolled) to house more than five long-term residents (only funded in limited circumstances—see paragraphs 4.6, 4.10 and 4.11).

 For more detail in the NDIS rules about how to make the right recommendation for the right building type for your participant, refer to section 4.6 here  
[https://www.legislation.gov.au/Details/F2017L00209/Html/Text - \_Toc256000039](https://www.legislation.gov.au/Details/F2017L00209/Html/Text#_Toc256000039)

SDA RULES 2016:

4.6 The appropriate building type for a participant is to be determined, out of the building types in paragraphs 4.5(a)-(d), having regard to:

(a) the participant’s preferences, if those preferences are established and align with the participant’s statement of goals and aspirations;

(b) the features of the building type;

(c) the support model that is most appropriate for the participant including immediately available or constant person to person supports (see paragraph 4.7);

(d) the participant’s support needs; and

(e) whether the building type would represent value for money in that the costs would be reasonable, relative to both the benefits achieved and the cost of alternatives;

**as well as the extent to which the building type would:**

(f) facilitate social and economic participation, in particular how the building type would impact on:

(i) the participant’s ability to engage in the life of the household and community; and

(ii) the dynamics of the household, having regard in particular to the participant’s ability to share with others and build relationships;

(g) facilitate past, established or planned connections or the continuation of established connections, in particular of culture or community;

(h) increase, reduce or mitigate the risks to the participant and others, having particular regard to the participant’s response to risk and the interaction of the participant with the environment;

(i) improve life stage outcomes for, and be of long-term benefit to, the participant;

(j) impact on the participant’s capacity or capability, in particular, the extent to which a building type would:

(i) alleviate the impact of the participant’s impairment on their daily functioning;

(ii) enhance the participant’s skill development, in particular independent living skills;

(iii) increase the benefit and effectiveness of supports other than SDA for the participant’s skill development, in particular independent living skills; and

(iv) enhance the opportunity for a move to accommodation other than SDA, or to lower cost SDA, in particular through a transition period with intensive capacity building supports;

(k) facilitate or sustain informal supports, and the extent to which informal supports would reduce the cost of other supports;

(l) facilitate or hinder the provision of other supports required by the participant; and

(m)facilitate access to other support or specialist services required by the participant which are not funded or provided through the NDIS.

 The recommended building type for the particpant must address all the criteria 4.6 (a) to (m).

What SDA building type is recommended for this participant and why?

Support your recommendation addressing each of the criteria 4.6 (a) to (m) with evidence from the participant, their family, support provider and/or allied health professionals.

The Summer Foundation developed My Housing Preferences to capture the participant’s/and their family’s perspective on the preferred building type, see https://www.summerfoundation.org.au/resources/my-housing-preferences/

Cut and paste sentence or paragraph from an allied health report that recommends the appropriate SDA building type for the participant here. Provide a reference e.g. Sue Giddens, neuropsychologist, Housing Assessment 30/01/2018, paragraph X, attached.

**SECTION 4**

## SUPPORT MODEL RECOMMENDATION

SDA RULES 2016:

4.7 The most appropriate support model for the participant is considered having regard to their support needs. For example:

(a) if the participant requires immediately available person to person supports but can be left alone for periods of time, the most appropriate support model may be concierge or mobile support;

(b) if the participant requires constant person to person supports and cannot be left alone for periods of time, the most appropriate support model may be shared onsite support.

 Ensure a match between the recommended building type and support model.

What support model is recommended for this participant and why?

*For example:*

*Individual supports available to maximise the participant’s capacity to be as independent as possible with household decision making, personal care and domestic tasks:*

*46 hours per week planned individual supports*

*15 hours per week contribution to shared support for assistance with daily living*

*Or*

*The participant requires oxygen to be constantly supervised by a trained support worker. The participant requires 1:1 support provided throughout all hours of the day. A change over shift is also required. In total, it is expected they require 28 hours of funded individual support throughout the day.*

Support your recommendation with evidence from the participant, their family, support provider and/or allied health professionals.

The Summer Foundation developed My Housing Preferences to capture the participant’s/and their family’s perspective on the most appropriate support model for the participant, see <https://www.summerfoundation.org.au/resources/my-housing-preferences/>

Cut and paste paragraph from an allied health report that recommends most appropriate support model for the participant in the recommended SDA housing option.

All allied health reports should outline the professional qualifications, expertise and/or experience of the professional making the assessment. Ideally the allied health professional has numbered the paragraphs in their report. Cut and paste the relevant paragraph here and provide a reference.

Example:

*Jane Fisher, occupational therapist, Occupational Therapy Housing Assessment 17/01/2018 paragraph X, attached;*

*And Sue Giddens, neuropsychologist, Housing Assessment 30/01/2018, paragraph X, attached.*

# SECTION 5

**LOCATION RECOMMENDATION**

SDA RULES 2016:

4.8 The appropriate location for SDA for a participant may be specified as an area, for example a Statistical Area Level 4, or a part of a Statistical Area Level 4.

4.9 The appropriate location for a participant is to be determined having regard to:

(a) the participant’s preference, where that preference is established and aligns with the participant’s statement of goals and aspirations, and where the preference is important on the basis of the participant’s support needs and on the basis of one or more of the matters mentioned in paragraphs (e) or (f) or paragraphs 4.6(h), (i) or (k)-(m);

(b) the extent to which the location would be likely to better assist the participant to pursue the goals, objectives and aspirations in the participant’s statement of goals and aspirations;

(c) the features of the location, including the accessibility of community services;

(d) where the participant lives now and the history of where the participant has lived, including any recent changes;

(e) the extent to which the location would facilitate past, established or planned connections or the continuation of existing connections, in particular of culture or community;

(f) the extent to which the location would be likely to facilitate social and economic participation, in particular how the location would impact on the participant’s ability to engage in the life of the household and community; and

(g) whether the location would represent value for money, having regard to the extent to which the location would:

(i) facilitate or sustain informal supports, and the extent to which informal supports would reduce the cost of other supports;

(ii) facilitate or hinder the provision of other supports required by the participant; and

(iii) facilitate access to mainstream supports or specialist services required by the participant.

 The recommended location for the particpant must address all the criteria 4.9 (a) to (g).

What location is recommended for this participant and why? Support your recommendation addressing each of the criteria 4.9 (a) to (g) with evidence from the participant, their family, support provider and/or allied health professionals.

The Summer Foundation developed My Housing Preferences to capture the participant’s/and their family’s perspective about the preferred location, see https://www.summerfoundation.org.au/resources/my-housing-preferences/

Cut and paste paragraph from an allied health report that recommends the most appropriate SDA location for the participant here. Provide a reference e.g. Jane Fisher, occupational therapist, Occupational Therapy Housing Assessment 17/01/2018 paragraph X, attached;

The geographical regions used by the NDIA refer to Australian Bureau of Statistics Statistical Area Level 4 (SA4), go to: <http://stat.abs.gov.au/itt/r.jsp?ABSMaps>

### Occupancy considerations

The Housing Plan should outline both the participant’s preferred SDA occupancy arrangement and the allied health professional’s recommendation for the most suitable occupancy arrangement for the participant (with reference to Section 34 of the NDIS Act 2013, reasonable and necessary).

If a participant wants to live on their own or share with one or two other participants, this preference should be clearly specified in their Housing Plan and supported by evidence from an allied health professional.

The Summer Foundation developed My Housing Preferences to capture the participant’s/and their family’s perspective about the preferred occupancy arrangements, see https://www.summerfoundation.org.au/resources/my-housing-preferences/

The NDIA may make its decision based on value for money and scheme sustainability over a participant’s right to choice e.g. deciding a participant has the capacity to share SDA with up to four other participants.

Cut and paste paragraph from an allied health report that recommends the most appropriate occupancy arrangement for the participant here. Provide a reference, for e.g. Robert Butterworth, psychologist, Housing Assessment 25/01/2018, paragraph X, attached; Sue Giddens, neuropsychologist, Housing Assessment 30/01/2018, paragraph X, attached.

Note that the decision by the NDIA on whether or not a participant is eligible for SDA is a reviewable decision (Rule 99 (d) and related to 33.2 of the NDIS Act 2013). However, requesting a review on the basis of, for example, occupancy arrangements may result in a review of the decision itself.

 Under SDA rules participants can live in SDA with their partners and/or their children, but not with their parents.

**SUPPORT COORDINATION**

SDA RULES 2016:

4.12 The CEO will consider whether support coordination is required to assist the participant in:

(a) clarifying the need for SDA or the appropriate SDA type and location for the participant;

(b) ascertaining the availability of the appropriate SDA type at the location determined for the participant;

(C) considering other options, such as other SDA types or locations, or other supports (such as assistance with daily living or supports that assist participants to develop independent living skills), for example where the appropriate SDA type determined for the participant is unavailable at the appropriate location determined for the participant; or

(d) Negotiating, entering into or managing an agreement with a registered provider in relation to SDA or moving into a dwelling.

 A participant may need support coordination to locate appropriate SDA and/or to assist them to move to SDA. The Summer Foundation has developed two resources to assist participants, their families and support coordinators prepare: Living More Independently, a guide for NDIS participant and providers [insert link] and Sample NDIS Plan number two moving our of RAC [insert link]. For housing vacancies see www.thehousinghub.org.au

Provide evidence in relation to the assistance the participant will require locating the SDA specified in their plan and/or to move into SDA from:

- The participant and their family

- Allied health professionals

- Support coordinator

e.g. Sue Giddens, neuropsychologist, Housing Assessment 30/01/2018, paragraph X, attached.

The Summer Foundation developed My Housing Preferences to capture the participant’s/and their family’s perspective about the preferred occupancy arrangements, see <https://www.summerfoundation.org.au/resources/my-housing-preferences/>

**IN-KIND**

The NDIA may specify an in-kind vacancy in the participant’s plan. In-kind SDA refers to specialist disability accommodation that is owned and run by a state or territory government, generally group homes.

 No participant will be forced to accept an in-kind option.

The NDIA is going to offer participants in-kind SDA first. The NDIA and state and territory governments have 10 days to find an in-kind property that would suit the participant however if the participant does not want to live in an in-kind SDA they have a right to refuse an offer. We anticipate that the participant would have to demonstrate that new build SDA is reasonable and necessary for them, as per Section 34 of the NDIS Act 2013, and that it may take advocacy for participants to assert this right.

If a participant is already living in a group home and so has SDA in their plan but wants to move to another type of SDA, we understand that they will have to go through the housing plan process and demonstrate that they meet the SDA criteria. Note that many people currently residing in a group home will not meet the eligibility criteria for SDA set out in the SDA Rules 2016. While they can remain where they are, they may not be able to move into new build SDA.

# SECTION 6

**SUPPORTING EVIDENCE**

 Attach any documentation that supports your recommendation for SDA eligibility and SDA category to your Housing Plan here. Include: all allied health assessment reports and offers from SDA providers.

Provide the following summary of each allied health report attached:

The date, the title, the author, their professional qualifications and expertise, a summary of their contact with the participant, their family, their service providers and support network, the assessments administered and their validity/standing.