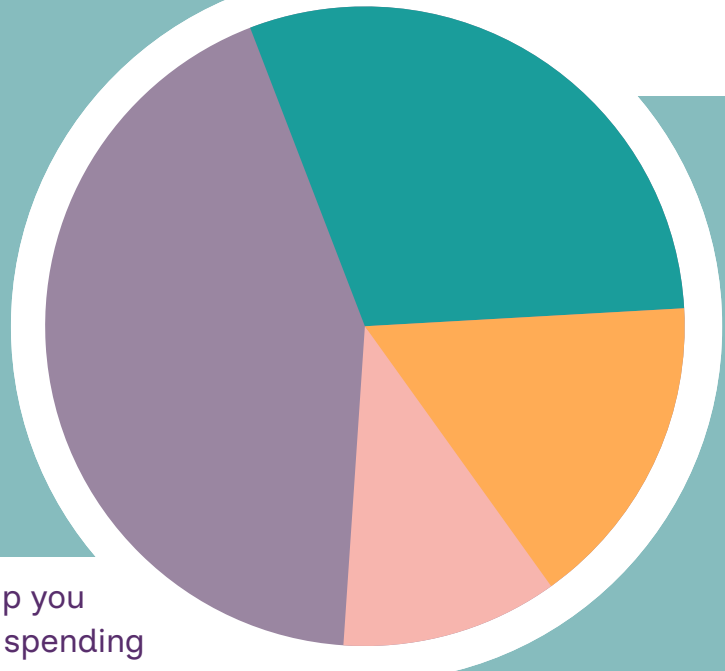




HOW TO TRACK YOUR NDIS PLAN FUNDING WITH PRIORITY PLAN MANAGEMENT



We offer a range of tools and support to help you stay informed about your NDIS budget and spending

✓ **PLANABILITY PORTAL + APP**

You and Authorised Representatives are given access to the Planability App and Portal. This allows you to view all plan managed budgets and invoices claimed, either through the app or via your web browser

✓ **CLAIM APPROVER**

You or an Authorised Representative are set up as a claim approver in Planability. This gives visibility of all claims we process on your behalf, providing the option to approve or reject all claims before payment to a provider is made.

✓ **MONTHLY STATEMENT**

Emailed on the first of each month to yourself and Authorised Representatives, this statement shows all claims processed during the previous month and gives a snapshot of available funding in your plan.

✓ **BUDGET SPEND EMAIL UPDATES**

You and Authorised Representatives are contacted via email when a budget is spent 50%, 75% and 90%. This ensures you know what funding is left before engaging further supports.

YOUR RESPONSIBILITIES

The responsibility for administering the NDIS plan rests with you as the participant and your Authorised Representatives.

This includes decisions such as:

- ✓ What supports are delivered
- ✓ When supports are delivered
- ✓ Which providers are engaged
- ✓ Ensuring sufficient funding is available before the supports and services are provided

Download the
Planability app:



Email for Correspondence
info@priorityplan.com.au



Email for Invoice Processing
invoices@priorityplan.com.au



Visit Our Website
priorityplanmanagement.com.au