



**Administrative  
Appeals Tribunal**

# **Member Induction**

**National Disability Insurance Scheme Division  
Stream**

**10 May 2022**

**Level 17B Meeting Room, 83 Clarence Street, Sydney**

## Day 3

### THE LIFE OF AN NDISD APPLICATION FOR REVIEW

10.45 - 10.55am

#### Welcome and Introductions

Presenter: SM Kim Parker

10.55 - 11.15am

#### Receipt of NDISD applications, Caseload Management Allocation Team (CMAT) triage, early events, expedited hearings, and docket case management of urgent and complex applications.

Presenter: Ms Rhi-Annon Buitenhuis, Practice Registrar NDIS Division

11.15 - 11.35am

#### Overview of Alternative Dispute Resolution (ADR) – Case Conferences and Conciliations conducted by Conference Registrars

Presenter: Mr Justin Toohey, Director ADR

11.35 – 11.45am

#### Refreshment break

11.45 – 1:00pm

#### General overview

- Dealing with jurisdictional issues.
- Remittals and s 42C orders following settlement.
- Request for summonses and dealing with objections.
- Modes of hearing and use of Hearing Tender Bundles.
- Accessibility considerations.
- Child applicants and child representatives.
- Issues regarding representation of applicants and appointed plan nominees.
- The role of disability advocates and other support persons.
- NDIA and model litigant obligations.
- How to prepare for hearings in NDISD applications.

Presenters: SM Kate Buxton & SM Kim Parker

1:00 - 1.45pm

#### Lunch break

## OVERVIEW OF NDIS LEGISLATION, REGULATIONS AND NDIA'S OPERATIONAL GUIDELINES

1.45 - 2.15pm

### Overview of legislative scheme & NDIS plans

Legislative framework – overview of National Disability Insurance Scheme Act 2013 (Cth), various NDIS Rules, and Operational Guidelines.

Understanding NDIS plans and internal review decisions

**Presenter:** SM Kim Parker

2.15 - 3pm

### Overview of applications seeking access to the NDIS

Applications seeking review of decisions refusing access to the NDIS – access criteria, rules, and operational guidelines.

**Presenter:** SM Kim Parker

3:00 - 3.15pm

### Afternoon tea break

3.15 - 4.15pm

### Overview of applications seeking review of statements of participant supports

- Applications seeking review of statements of participant supports forming part of NDIS plans
- “Reasonable and necessary supports” criteria, rules, and operational guidelines
- Supported Independent Living Supports (SILS) and Specialist Disability Accommodation (SDA) – criteria, rules, and operational guidelines
- Plan review dates and plan management

**Presenters:** SM Connolly, Member Bubutievski and SM Parker

4.15 - 4.30pm

### Closing remarks

- Where to from here?
- Co-sitting and mentoring arrangements
- Follow up more detailed induction sessions over the next 6 weeks
- Development of NDIS case and evidence matrix underway

**Presenters:** SM Kim Parker & Manager Performance and Development