

# **Information**

Strength In Care can help with your daily team management of NDIS supports. We know that managing a team of supports for loved one can be strenuous and timeconsuming. We offer a service that will help you manage the tasks you would like to outsource.

This service has to be agreed upon advance and a service agreement will have to be signed. Pre-approved funds will not be billed until the hours are actually used.

Below are our main services we provide. These services are either billable through core supports or capacity building under non-face-to-face supports. We can also help with invoice and timesheet management as well as providing an after hours service and point of contact. However, these services aren't billable as non-face-to-face supports and will need pre-approval in the NDIS plan. Strength In Care can assist you in securing funds and advocating for your needs and rights.

These services have to be agreed upon in advance. A service agreement will have to be signed. Pre-approved funds will not be billed until the hours are actually used.

## Staff recruitment, training and supervision

Strength In Care can help with vetting, interviewing, training and introducing new staff into the team. We will create detailed documentation for new staff members to have all the relevant information. Strength In Care can also be involved in ongoing supervising of support staff as well as conducting supervision to maintain the mental wellbeing of your support workers.

These activities directly benefit the care of the participant and can be claimed as non-face-toface supports under core supports.

#### Aproximate quote:

**Initial Setup** 5 hours New Staff Member Setup 2 hours

Ongoing supervising and supervision 0.5 - 1 hour per week per staff member

## Creating detailed documentation for support staff

Strength In Care can help you create a detailed document that outlines all the requirements and expectations of the support staff. These documents can detail medication requirements, medical background, triggers and outline what are the do's and don'ts for the participant.

These activities directly benefit the care of the participant and can be claimed as non-face-toface supports under core supports.

#### Approximate quote:

Initial Setup 5-12 hours



## Implementing and Monitoring of a digital communication system

Strength In Care can help you setup a digital communication system for you extended care team. This can be utilised for shift notes, data recording, communication between support staff and sharing of wins and positive news. The data from this system can be easily converted to be utilised in plan reviews.

These activities directly benefit the care of the participant and can be claimed as non-face-to-face supports under core supports.

#### Approximate quote:

Initial setup 3 hours

Ongoing 1-3 hours a week

#### Implementing and monitoring behaviour recording tools

Strength In Care can help with the implantation, creation and ongoing monitoring of behaviour recording. A very important part of NDIS funding requirements.

This can be billed as non-face-to-face supports under capacity building or core supports.

#### Approximate quote:

Initial Setup 3 hours

Ongoing 1-3 hours a week

## Timesheet management and approval of invoices

Strength In Care can monitor your staff's hours and be the designated body to approve timesheets. We keep detailed records of all your support expenses and can advocate for necessary funding when your review is due.

In certain cases we can also provide after hours support services and staff point of contacts.

This provision can't be billed through non-face-to-face supports. Other arrangements with support staff and plan managers will have to be put in place.

