

Application for NDIS Appeals Legal Services

Before an application for legal representation can be made, an application for review must be lodged with the AAT.

Please read the *Guidelines for Assessment of Applications for NDIS Appeals Legal Services Funding* before completing this form.

You must complete all fields and answer all questions.

The prompting questions below are to help you fill out the form.

Abbreviations:

AAT – Administrative Appeals Tribunal
LAC – Legal Aid Commission
DSS – Department of Social Services

NDIA – National Disability Insurance Agency
NDIS – National Disability Insurance Scheme

SECTION 1 – APPLICANT DETAILS		
Surname:		
Given name:		
Sex:	Date of birth:	
Address:		State:
Email:	Telephone:	
Preferred method of correspondence (email or post):		
Date application for review lodged with AAT:		
AAT File Number (if known):		
Any dates set by the AAT (e.g. conference dates):		
Client Identifier (where a record has been created by the Support Person):		

NDIS Appeals Support Person details (if applicable)

Name:	Organisation:
Email:	Telephone:

SECTION 2 – REASONS FOR APPLICATION FOR NDIS APPEALS LEGAL SERVICES

Briefly describe the NDIA decision:

E.g. What is the decision?

What is the Act reference specified by the NDIA?

Background:

E.g. What are the relevant events leading up to the NDIA decision?

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Why are you disputing the decision?

E.g. What should the NDIA have considered in their decision but did not?

What did the NDIA consider in their decision but should not have?

Which Act reference/rule gives basis for your argument?

Why is the case complex or novel?

What are you relying on under the Guidelines to support your application? (See Guidelines 4.2)

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Additional information:

E.g. If a similar case has been heard by the AAT what was the case and outcome, and why is this situation different?

A decision in relation to this matter:

- | | |
|--|----------|
| a) will clarify an uncertain or contentious area of law in relation to the NDIS Act or rules | YES / NO |
| b) will resolve an important question of law arising under the NDIS Act or rules | YES / NO |
| c) is likely to result in improvements or beneficial changes to the administration of the NDIS | YES / NO |
| d) is likely to affect a significant number of participants in the NDIS. | YES / NO |

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SECTION 3 – CHECKLIST

- | | |
|---|----------|
| 1. Have I completed all the sections in the form? | YES / NO |
| 2. Have I attached a copy of the NDIA access or plan decision in dispute? | YES / NO |
| 3. Have I attached a copy of my application for an internal review with supporting documents? | YES / NO |
| 4. Have I attached a copy of the NDIA internal review decision? | YES / NO |
| 5. Have I attached a copy of my AAT application? | YES / NO |
| 6. Have I attached a copy of any other supporting documentation? | YES / NO |

Please note: The information in these documents are crucial for a comprehensive assessment of the application. If you are unable to provide these documents, there may be delays in receiving a decision beyond the 30 day processing period.

SECTION 4 – ACKNOWLEDGEMENT AND CONSENT

AAT applicant consent

I

OR

I am authorised to provide consent on behalf of

acknowledge that I have read or understood the information provided in this referral form and give consent for:

- LAC to collect and use information as described in this referral form;
- LAC to provide a copy of this referral form (including this acknowledgement and consent and any accompanying documentation) to DSS and the NDIA;
- NDIA to disclose to LAC information relevant to this referral that is held in the records of NDIA; and
- LAC to use this information for the purpose of sharing information with other NDIS Appeals providers to ensure consistency and for quality assurance,

for the purposes described in this referral form.

Signature:

Printed name: _____ Date: _____

Relationship to applicant: (if authorised to consent on behalf of another person)

SECTION 5 – SUBMIT REFERRAL

APPLICATIONS can be submitted to the following Legal Aid Commissions by email or by post to:

Legal Aid NSW

Government Law/NDIS
(02) 9219 5790
NDISapplications@legalaid.nsw.gov.au
PO Box K847
Haymarket NSW 1238

Victoria Legal Aid

Assignments Civil Coordinator
(03) 9606 5356
assignmentscivil@vla.vic.gov.au
GPO Box 4380
Melbourne VIC 3001

Legal Services Commission of South Australia

(08) 8111 5570
lsc.ndisgrants@lsc.sa.gov.au
GPO Box 1718
Adelaide SA 5001

Legal Aid Commission of Tasmania

1300 366 611
(03) 6236 3800
ndis@legalaid.tas.gov.au
GPO Box 1422
Hobart TAS 7001

Legal Aid Western Australia

1300 650 579
ndis@legalaid.wa.gov.au
PO Box L916
Perth WA 6842

Legal Aid ACT

(02) 6243 3411
Client.services@legalaidact.org.au
GPO Box 512
Canberra ACT 2601

Northern Territory Legal Aid Commission

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1800 019 343
info@ntlac.nt.gov.au
Locked Bag 11
Darwin NT 0801

Legal Aid Queensland

1300 65 1188
ndis@legalaid.qld.gov.au
GPO Box 2449
Brisbane QLD 4001

Applications by email are preferred where possible.