

National Disability Insurance Scheme - Verification Assessment Services

To achieve registration as an NDIS provider, the NDIS Commission requires assurance that certain standards of quality and safety in the delivery of services and supports are met.

As an NDIS provider undergoing a verification assessment, you need to provide information including insurance details, evidence of appropriate qualifications or skills and membership of relevant professional bodies for all of your workers.

You will also be required to show that you have complaints management and incident management systems proportionate to the size of your organisation.

The verification assessment is conducted once every 3 years.

Verification process

This process is designed to enable the auditor to review sufficient evidence to support your application or renewal of NDIS provider registration.

This off-site assessment reviews:

- Documents that you submitted during the registration application / renewal process in relation to –
 - human resource management
 - incident management
 - complaints management
 - risk management
 - worker screening
- Your information on the NDIS Portal
- Any additional requirements raised by the NDIS Commission (the Commission).

Your auditor will contact you prior to conducting the verification assessment and may also contact you during the assessment to clarify information as necessary.

Non-conformities

Where your auditor identifies instances of non-conformities with the NDIS requirements, we will contact you and discuss what action you need to take.

Verification outcome

At the conclusion of the verification assessment, your auditor will make findings based on the evidence reviewed. These findings will be provided to the Commission.

The Commission will advise you of your registration outcome. Where you do not meet the requirements, the Commission will advise you what action needs to be taken.

Costs

Prices are based on your company size, including the number of NDIS staff and start at \$975. If you are seeking a quote, please email us your Initial Scope of Audit and Self-Assessment Summary.

Further information

Should you wish to proceed to a formal quotation and schedule your verification assessment, please contact us

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