

Providing proof of age and residence



The Access Request Form process requires applicants to provide proof of age and residence.

Access Request Form

Complete this form to request to become a participant in the National Disability Insurance Scheme (NDIS). You must provide proof of age and residence (including citizenship or visa status) with this Access Request Form. We cannot make a decision on your access request without this information.

If the consumer is receiving Centrelink benefits they have already provided proof of age and residence, as such they can provide their customer reference number (CRN) and consent for NDIA to collect the information held by Centrelink.

This will save them from having to collect this information and provide it to the NDIA.

Part B: Your privacy and consent for NDIA to collect and share your information

Any of your personal information held by the NDIA is protected under the *National Disability Insurance Scheme Act 2013* and the *Privacy Act 1988*. The NDIA collects your personal information to help us to make decisions about whether you can access the NDIS.

If you become a participant we will use your information to help develop and implement your NDIS plan and do other things related to the NDIS (such as monitoring NDIS supports and spending of NDIS money). We collect this information from you, your existing service providers, health and medical practitioners, and other State / Territory and Commonwealth government agencies. We will collect this information with your consent or without your consent if authorised or required by law.

More information about the collection, use disclosure and storage of your personal information by the NDIA can be accessed on our online Privacy Notice and Privacy Policy at www.ndis.gov.au/privacy or by contacting the NDIA.

You can give us **consent to obtain information about your age, disability, and residence from Centrelink** (below) or you can provide us with certified copies of the required documents yourself.

We cannot make a decision without this information.

**The Australian Government
Department of Human Services**
(including Centrelink and Medicare)

Yes, I consent

My CRN is:

No, I do not consent
I will provide the
information myself.

NDIA will not collect or disclose any information without consent. Consumers can ask to see the information NDIA holds about them at any time. If any of the information is incorrect they can ask to have this corrected.