



# Action Echo

June  
2017

## Being NDIS ready!!!

The NDIS roll out for our Supported Employees is fast approaching and being prepared is vital!

Under the NDIS, Product Action is currently registered for Specialised Supported Employment (what our current supported employees will come under) and Assist Access/Maintain Employment (Group based).

It is very important that you include Supported Employment in your plan if you wish to continue working at Product Action.

Some tips to get prepared prior to you planning meeting include:

- Look at your current situation: Write down your current needs, current supports you receive, other things you require or that would help make life easier. Gather information relating to your disability including medical assessments and reports.
- Think ahead: What do you want your future to look like? What you hope to achieve and any ideas on what you might need to get you there. Your goals for your future!
- Day in the life: Summarise a typical day or week in your life. Don't forget to include any barriers and all the support you receive e.g. transport, food prep, help with getting dressed etc.
- Network: Connect with other people and families in a similar situation as you
- Research: Become familiar with NDIS language. Keep up to date with information on the NDIS website.

Feel free to contact Kate if you have any questions regarding your NDIS plan. Product Action are here to help and make your transition to the NDIS as smooth as possible.

## **Tax Returns and the BSWAT Payment Scheme**

The Australian Taxation Office has released some paperwork in relation to lodging a tax return if you have applied for the BSWAT Payment Scheme (only relevant to Supported Employees who were employed prior to 28th May 2014).

*To receive a payment, you must have registered for the scheme by 30 April 2017. If you didn't register, you cannot apply for a payment - even if you may have been eligible.*

Not everyone who gets the BSWAT Payment will have to complete a tax return. You will only need to complete a tax return if you have earned more than \$18,200 in the financial year. This \$18,200 includes your BSWAT payment, your wages and any other money you earned that you have to pay tax on.

The government will make sure that you don't pay too much tax on any money paid to you by the payment scheme. You may get something called a 'lump sum in arrears tax offset' that will reduce how much tax you have to pay.

Your tax return will need to be filled out sometime between the 1<sup>st</sup> of July and the 31<sup>st</sup> of October 2017.

If you would like to read more information on this, please contact Product Action or visit the ATO website

<https://www.ato.gov.au/Individuals/People-with-disability/In-detail/Income-tax/The-BSWAT-Payment-Scheme---what-it-means-for-you/>

Or if you have questions or need help, call the BSWAT Payment Scheme information line on 1800 799 515.

# **Feedback**

Product Action welcome any comments, suggestions or feedback from anyone, whether it be positive or negative.

Suggestion forms are available at any time in the office area.

## **Public Holiday**

Don't forget Product Action will be closed on Monday the 12th of June 2017 due to the Queen's Birthday. Enjoy your long weekend!

## **Important**

Please notify Kate or Jill if you are going to be absent from work. It is also very important that leave application forms are completed prior to taking any annual leave or sick days (for appointment etc). PAI would also appreciate it if we are notified of any early drop offs and pick ups so everyone is accounted for at all times. If a Supported Employees is dropped at work early and staff are not aware, issues can arise.

Feel free to talk to Kate about your current work hours if there are any issues!

## **WELCOME!!!**

We would like to welcome our new Supported Employee , Paddy Firster to the work team. We hope you enjoy working at Product Action.

# **NATIONAL STANDARDS FOR DISABILITY SERVICES**

The **National Standards for Disability Services** are rules that tell Disability Employment Services how to make sure they give people with disabilities a good quality service.

## What are the Standards?

The Standards tell your service how to make sure they:

- Have the right attitude to working with you
- Give you the right help to find & keep a job
- Find the right way to help you get the job you want
- Have the right staff to do the work
- Are well managed.

## **STANDARD 2: PARTICIPATION AND INCLUSION**

You can take part in the community and feel included when you use disability services.

- You have the right to take part in your community
- You can decide when and how you do this
- And you can decide when and how you have contact with your family and friends.

What should my service do?

- Support you to take part in the community
- Get to know you and the things you like to do
- Work with you –and your family and friends if you want them to
- Work with other organisations in the community if that's what you need
- Understand and respect your cultural background

### **Next Newsletter**

If you wish to be featured in the next Newsletter or have something you would like to include, please see the office staff.

### **Product Action Incorporated**

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