

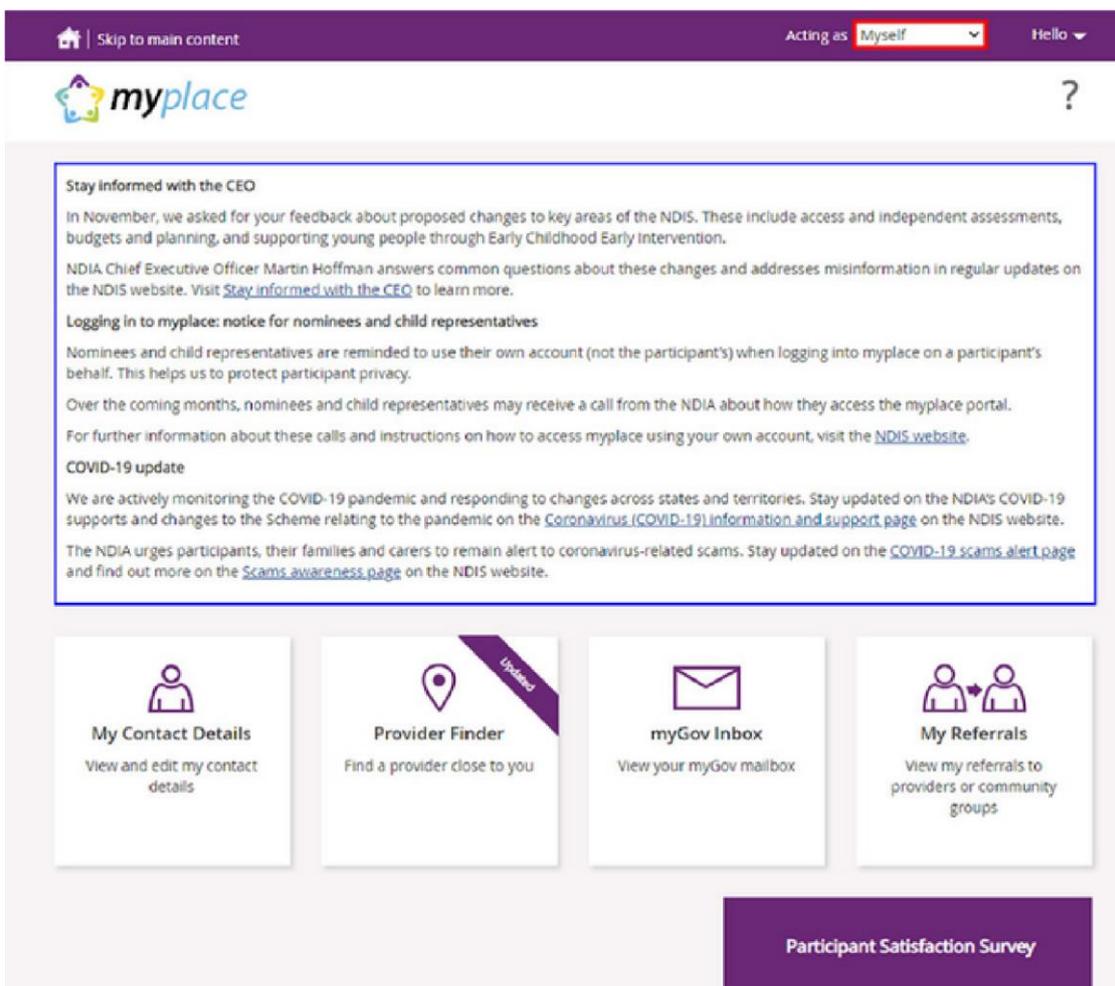
How to Download Your NDIS Plan

As NDIS participants you should have a copy of your NDIS plan. In this way, your plan managers will better understand its contents and ensure your experience with us is as good as it possibly can be.

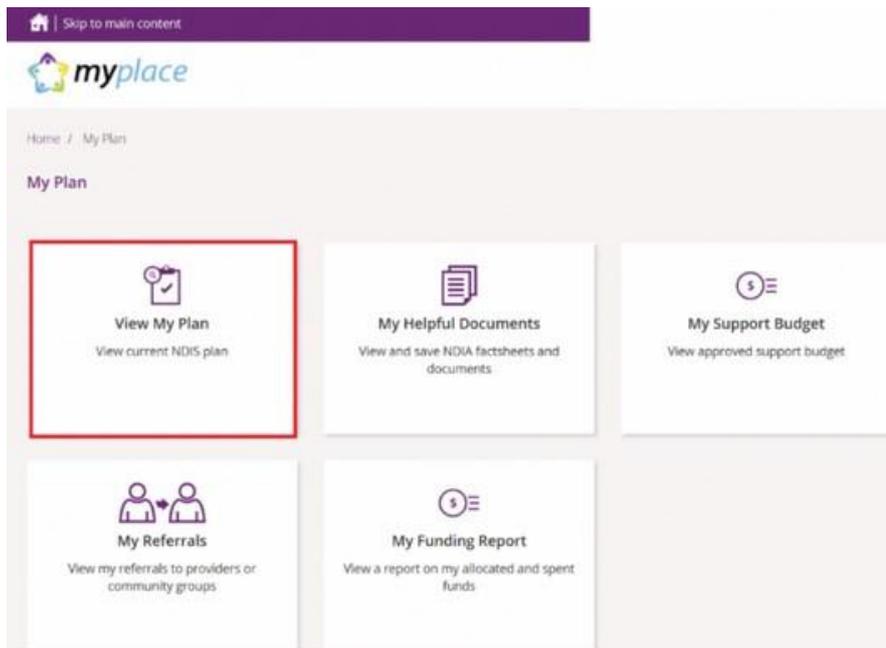
Fortunately, obtaining a copy of your plan is not complicated. Here's a more concise guide to obtaining a copy of your Plan.

This should only take a few minutes, so let's get started!

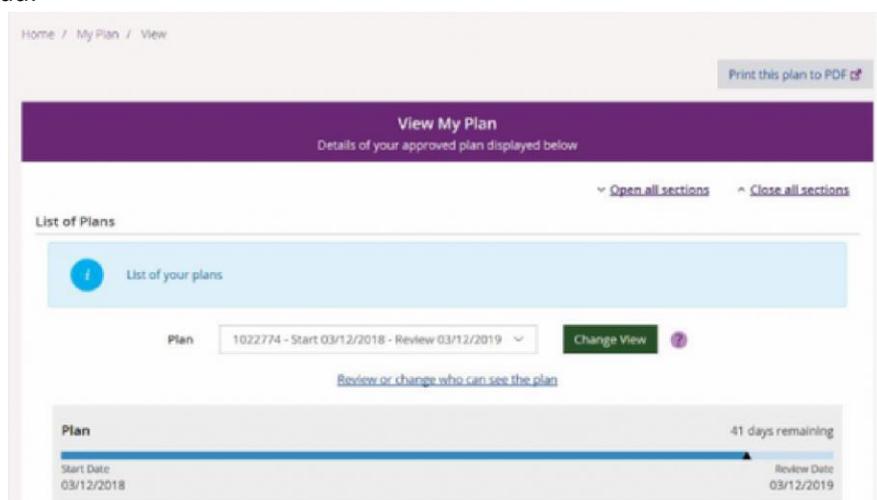
1. Log in to <https://my.gov.au/> and select National Disability Insurance Scheme from the 'Your services' buttons.
2. Select whom you are 'Acting as' from the drop-down menu in the top right-hand corner.



3. Click on "My Plan" in the menu displayed. This will only appear if you have a valid NDIS plan.
4. Click on "View My Plan"



5. The View My Plan Page will show on your screen and you must ensure that you are looking at the correct plan. As a participant you have more than one NDIS Plan, use the dropdown menu to select the right one.
6. Click the "Print this plan to PDF" button at the top right of the page, and your plan will automatically download.



You can also update your details through the MyPlace portal. If you require any further assistance, please contact us at **1300 217 037** or email us directly at hello@justplanmanagers.com.au