

BOARD APPROVAL	2 / 8 /2019
DIRECTOR AUTHORISATION (SIGNATURE)	/ /
NAME/POSITION	

INTRODUCTION

This document has been prepared in accordance with the CoastAbility Limited Constitution and Policies. These documents are held on file at 11 Wallace Street, MacMasters Beach, New South Wales, Australia

1. APPLICATIONS

1.1 Registration

To register a child or young person with CoastAbility Limited, applicants must fully complete the Registration form and attach a copy of a current medical assessment, outlining the extent of the potential applicant's physical disabilities.

CoastAbility Limited constitution covers persons aged less than 25 years with who have an existing primary physical disability and/or multiple disabilities.

Registration Forms without medical reports cannot be processed.

The *Application for Registration* must be submitted to CoastAbility Limited PO Box 6161, WEST GOSFORD, NSW, 2250 for processing. The Applicant will be notified of the outcome by phone, email or in writing.

1.2 Application for Assistance

Assistance will be considered following canvassing of other avenues of community or government assistance.

An 'Application for Assistance' can only be accepted for registered clients. The application must be accompanied by an appropriate recommendation from a medical practitioner, physiotherapist, occupational therapist, speech pathologist or other appropriately qualified person. A quote for supply of the goods or service must accompany the application.

The Application for Assistance, recommendation and quote should be submitted to CoastAbility Limited at PO Box 6161, WEST GOSFORD, NSW, 2250.

Funding is at the discretion of the Board and funding decisions will be kept on record and are to be ratified by Members at a General Meeting and decisions recorded in the minutes. Funding of any Application is deemed to be up to 50% of the total cost of the equipment. The Directors have the authority to approve over 50% in extenuating circumstances. Special case consideration is given to each application e.g. financial hardship, urgency of need, lack of co-funding availability.

For reimbursement of any item, original docketts and Application for Assistance must be submitted within 3 months of purchase.

CoastAbility Limited encourages payment of expenses by NDIS, medical fund rebates or parents where possible.

CoastAbility will consider assisting with funding to access medical treatment, surgical appliances, aids and equipment as deemed essential to clients' prescribed, unmet needs. CoastAbility will consider funding assistance for access to programs to enhance client vocational, sporting, recreational, social and creative outcomes.

2. Funding Policies

2.1 Contenance Aids

Applicants must provide evidence that CAPS, ENABLE and NDIS allocations are insufficient to meet the client's needs,

Contenance aids are deemed to include, but are not restricted to nappies, pads and catheters. These are not provided for clients less than 3 years of age with the exception of catheters that are medically prescribed.

Initial requests for Contenance Aids must be made on the 'Application for Assistance' Form and be accompanied by a written assessment from a relevant professional practitioner and consent given for the relevant professional practitioner to liaise with a CoastAbility Limited representative

CoastAbility Limited may subsidise the cost of the above mentioned items in total to the extent of 50% of unmet need.

CoastAbility Limited will only provide continence products through a recognised continence product supplier or pharmacy of the client's convenience.

2.2 Home Enteral Items

Home Enteral Policy is deemed to be equipment needs required for Home Enteral Nutrition for the client.

2.3 Mobility Aids

Mobility aids are deemed to be, but are not restricted to, wheelchairs, walking frames, crutches, specialised strollers, standing frames, specialised bicycles, hoists and related mobility equipment.

Assistance will be provided when the requested equipment is required for daily mobility and is supported by the client's therapist or doctor.

Assistance is given for the basic model that meets the needs of the client. Where postural support or adapted seating is prescribed, it will be provided as well as the basic equipment.

It is expected that the equipment will be maintained by the client's family (e.g. regular cleaning, batteries for powered chairs to be recharged properly, tyres checked, etc). Maintenance and repair of equipment is expected to be included in subsequent NDIS planning. Any repairs expected to be covered by CoastAbility Limited must be approved prior to repair.

CoastAbility Limited encourages the reuse of equipment no longer being used. Families are encouraged to notify CoastAbility when items are of no further use to the client.

2.4 Footwear/Orthotics/Assistive Garments

Footwear is deemed to be prescribed specialist boots or shoes.

Orthotics are deemed to be ankle, foot (AFO) and/or leg splints, DB bar and attachments.

Assistive garments are deemed to include, but are not restricted to, Lycra body suits and/or limb splints.

2.5 Therapy

Therapy is deemed to include, but is not restricted to, physiotherapy, occupational therapy, hydrotherapy and speech pathology.

CoastAbility Limited may subsidise the net cost of the above therapies, after any subsidised sessions under Medicare's Allied Health Services, NDIS initiative or medical fund subsidy received, to the extent of \$20 per week to a maximum of \$520 per annum.

**The client's relevant therapist must be consulted and their report attached in support of the requested assistance. This must also be done for any on-going assistance. Therapy should be monitored and its effectiveness assessed at six monthly periods.*

2.6 Technology

Technology may include computer hardware, software and/or peripherals, augmentative and/or assistive communication devices and environment access and control equipment. Funding assistance for technology will only be considered when it is considered essential, because of the student's disability.

Requested assistance must be recommended by a relevant qualified practitioner.

2.7 Aids for Daily Living

Aids for Daily Living are deemed to include, but are not restricted to, shower chairs, commodes, ramps, rails, mattresses, portable oxygen equipment and eating implements.

2.8 Transport

Transport aids are deemed to include, but are not restricted to, car seats and harnessing, wheelchair restraints, ramps and hoists.

CoastAbility Limited may subsidise, in extenuating circumstances, the cost of travel to medical specialist appointments after any subsidy received. The basic kilometer claim is the current ATO rate.

Subsequent or monthly claims should be made on the 'Application for Assistance' form, with cash docket or invoice and a verification letter of appointment attended from the professional practitioner attached. All claims must be submitted within 3 months of travel.

2.9 Vehicle Modification

Vehicle must be no more than 5 years old, fit for purpose and modifications recommended by a therapist. Applications will be considered on a case by case basis.

A time frame of 5 years must have elapsed from funded vehicle modification before a new application can be considered.

2.10 Bus Loan

Historically, in line with the Chapman Trusts, CoastAbility buses have been provided to Schools within the Gosford area, that have students/clients with physical disabilities, for off-site school programmes. This policy is to ensure the inclusion of clients in off-site programmed activities, with their class peers.

On application, buses may be provided to bona fide groups for CoastAbility Clients to access activities. Clients involved must be accompanied by a carer as appropriate. Drivers must be approved by CoastAbility as per the CoastAbility Volunteer Driver application and approval process.