



Participant Money and Property Policy

MAVERICK SUPPORTS

(ABN 65 674 503 274)

Participant Money and Property Policy

1. Purpose

The purpose of this policy is to:

- maximise each participant's control of their funding and finances
- provide participants with the opportunity to manage their NDIS funding personally
- ensure that financial management of NDIS services, and any government programs, are undertaken in an orderly manner, as per appropriate legislation and regulations
- support participants to access and spend their own money as they determine
- inform participants of costs and the payment process for all services provided
- provide participants with technical assistance to increase their capacity to direct their own support and teach them how to self-manage.

2. Scope

To ensure that our staff members do not give financial advice or information, other than that would be required under a participant's plan. If **Maverick Supports** are involved with handling a participant's money, strict procedures contained in this policy will always be followed to protect the participant from financial abuse.

3. Policy

We will ensure that all financial transactions and procedures are implemented in a manner that meets the requirements of all legislation and contracts. To safeguard all participants and our staff, the procedures outlined in this policy will be strictly followed.

The participant's money, or other property, is only used with the consent of the participant and for the purposes intended by the participant.

A staff member must not provide participants with financial advice or information.

All participants requiring financial assistance must approve the arrangement and sign a Service Agreement and Consent Form. The participant's family or advocate must also sign the agreement. All documents will be kept on file and included in the Participant Support Plan.

We will undertake annual audits and provide required documentation. We will ensure the business is financially viable and inform participants of costs and payment procedures.

Version	Approved	Date
Draft	Melanie Bryson	1/9/24
Final	Kara Dario	17/09/24