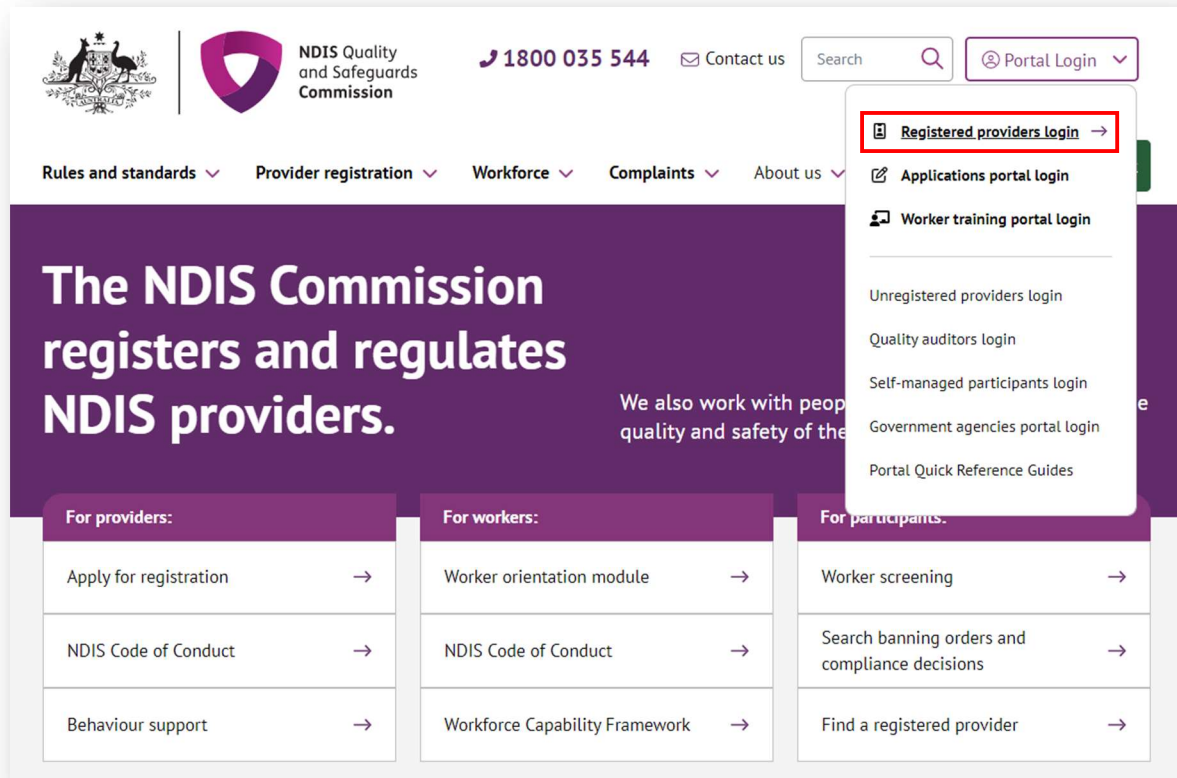


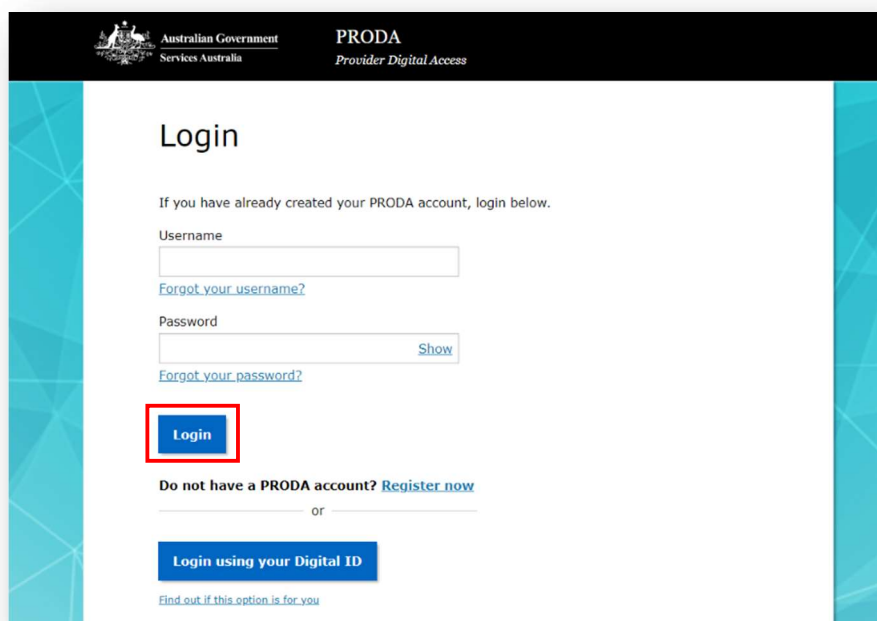
How to log in once your access has been approved

Once your access has been approved, you will always log in the same way using these instructions.

1. Visit the NDIS Commission website at www.ndiscommission.gov.au.
2. Navigate to **Portals Login**> **Registered providers login**.



3. You will be prompted to log into **PRODA**



The screenshot shows the PRODA Login page. At the top, there is a black header with the Australian Government Services Australia logo on the left and the text 'PRODA Provider Digital Access' on the right. The main content area has a white background with blue geometric patterns on the sides. The title 'Login' is centered at the top of the main area. Below it, a message states: 'If you have already created your PRODA account, login below.' There are two input fields: 'Username' and 'Password'. Below the 'Username' field is a link 'Forgot your username?'. Below the 'Password' field is a 'Show' link and a link 'Forgot your password?'. A blue 'Login' button is highlighted with a red rectangle. Below the button, there is a link 'Do not have a PRODA account? Register now' and a line with 'or' in the middle. At the bottom, there is a blue button 'Login using your Digital ID' and a link 'Find out if this option is for you'.

Australian Government
Services Australia

PRODA
Provider Digital Access

Login

If you have already created your PRODA account, login below.

Username

[Forgot your username?](#)

Password
 [Show](#)

[Forgot your password?](#)

Login

Do not have a PRODA account? [Register now](#)

or

Login using your Digital ID

[Find out if this option is for you](#)

- Once logged in with **PRODA** > navigate to the **Available services** > scroll down and click NDIS Quality and Safeguards Commission **Provider Portal**.

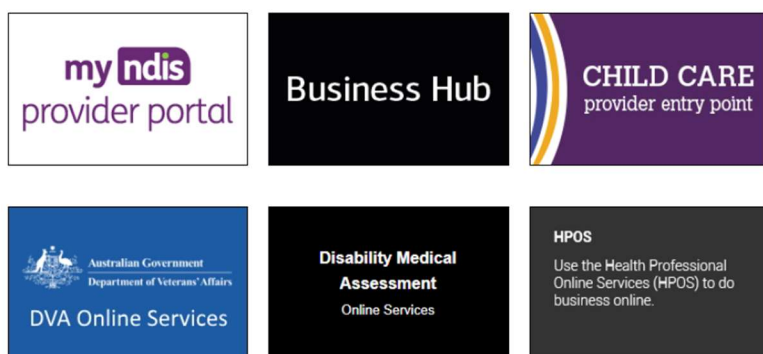
Privacy Notice

By linking to any of the online services below, you agree that your personal and / or your organisation's information (including your organisations' personnel details) may be shared with the relevant department or agency to determine appropriate access to their online system.

My linked services

You have not added any services. Select a service from the Available services section below to begin the matching process.

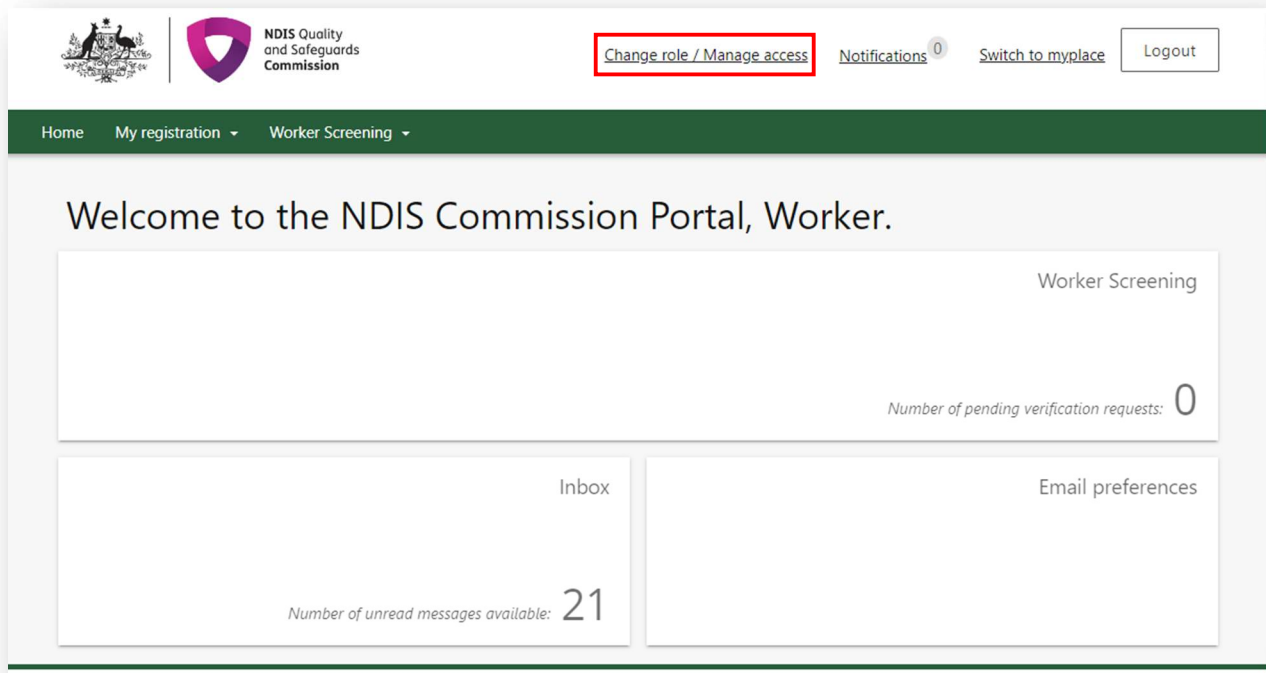
Available services



5. Select your organisation under the **Account name** and select the **Role** you wish to log in with, then select **Next**. The roles displayed here will differ depending on what you selected when you requested access.

6. Read the NDIS Commission Portal conditions and click **I agree**.

7. You are now logged in. Depending on the role you are logged in with, your view of the NDIS Commission Portal will differ. To change your role, click **Change role / Manage access**.



The screenshot shows the NDIS Quality and Safeguards Commission portal interface for a user logged in as a 'Worker'. The top navigation bar includes the Australian Government crest, the NDIS logo, and the text 'NDIS Quality and Safeguards Commission'. On the right of the top bar are links for 'Change role / Manage access' (highlighted with a red box), 'Notifications' with a '0' badge, 'Switch to myplace', and a 'Logout' button. Below this is a dark green navigation menu with 'Home', 'My registration' (with a dropdown arrow), and 'Worker Screening' (with a dropdown arrow). The main content area has a light grey background and a welcome message: 'Welcome to the NDIS Commission Portal, Worker.' Below the welcome message are three white rectangular boxes. The top box is titled 'Worker Screening' and displays 'Number of pending verification requests: 0'. The bottom-left box is titled 'Inbox' and displays 'Number of unread messages available: 21'. The bottom-right box is titled 'Email preferences'.