Check a Workers Clearance Status

Use this guide to check the clearance status of a NDIS worker for your organisation to the new NDIS Commission Portal.

Before you get started

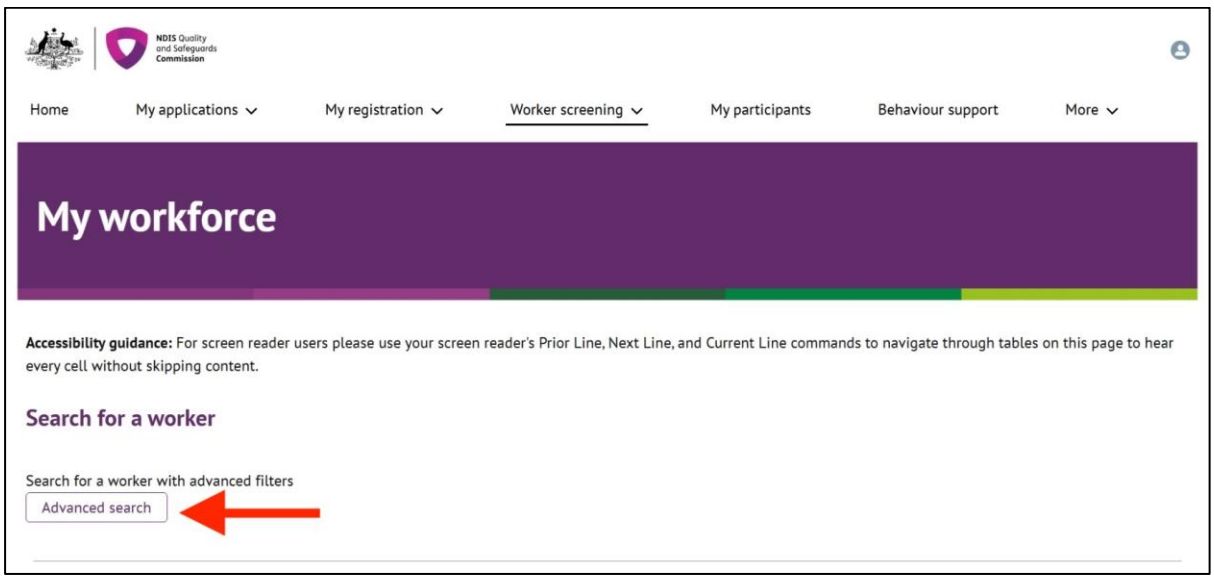
- Make sure you are logged in to the **new NDIS Commission Portal** using **myID**. You will need access permissions to manage worker screening tasks. If you haven't yet logged in, follow the instructions in Registered Providers Portal login page.

- Check your internal HR records to confirm if the worker currently provides services for your organisation.

Instructions

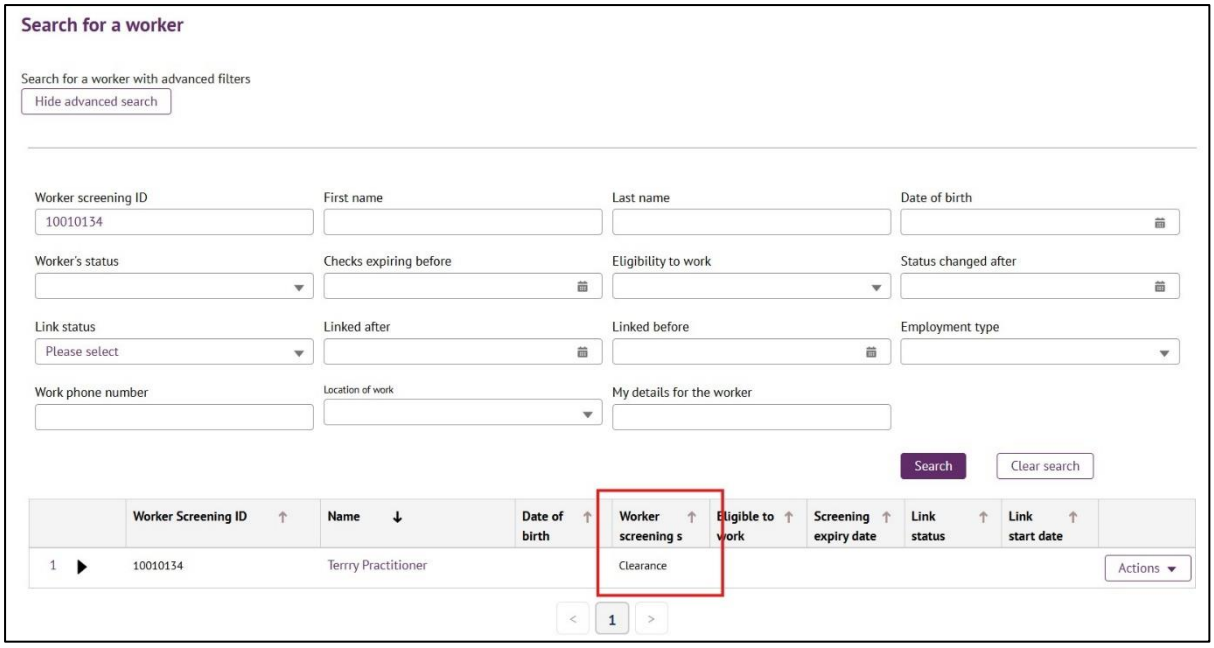
1. Click on the **Worker screening** menu option.

2. Click the **Advanced search** button.



3. Enter any details to search for the worker, such as their name or Worker screening ID.

4. Refer to the Worker Screening column to see their current Clearance status.


Search for a worker
Search for a worker with advanced filters
Hide advanced search
Worker screening ID
10010134
First name
Last name
Date of birth
Worker's status
Checks expiring before
Eligibility to work
Status changed after
Link status
Please select
Linked after
Linked before
Employment type
Work phone number
Location of work
My details for the worker
Search
Clear search
Worker Screening ID
Name
Date of birth
Worker screening s
Eligible to work
Screening expiry date
Link status
Link start date
1
10010134
Terrry Practitioner
Clearance
Actions
1