

NDIS Worker Screening Check: What self-managed NDIS participants need to know

About this fact sheet

The NDIS Worker Screening Check (Worker Screening Check) will start on 1 February 2021 in all states and territories except for the Northern Territory.

The Worker Screening Check will start in the Northern Territory no later than 1 July 2021.

This fact sheet explains what worker screening is, and how the Worker Screening Check will be useful to you.

To help you understand some of the terms we use, we have a list on our [website](#).

What is worker screening?

Worker screening is a way of checking NDIS workers to help make sure they do not pose a high risk of harm to the people with disability they work closely with.

What is the Worker Screening Check?

From 1 February 2021, the Worker Screening Check will be used for any NDIS worker who is employed to work in certain higher risk roles (certain roles).

This means that over time, NDIS workers will be screened the same way in all states and territories.

The Worker Screening Check will determine whether a person is cleared or excluded from working in certain roles with people with disability.

The Worker Screening Check will be conducted by the Worker Screening Unit (WSU) in the state or territory where a person applies. The WSU also makes the decision about whether a person is cleared or excluded. Registered NDIS providers are required to ensure that they only engage workers who have been cleared in certain roles.

Worker screening is only one of a range of requirements that registered NDIS providers have to minimise the risk of harm to people with disability.

Who needs a Worker Screening Check?

From 1 February 2021, the Worker Screening Check will replace all state and territory screening processes for NDIS workers. This means that eventually all NDIS workers in Australia employed by registered NDIS providers in certain roles will be screened using the same criteria.

These are roles that:

- have direct contact with people with disability
- make decisions in the organisation
- provide some types of NDIS supports or services. This doesn't apply to all NDIS supports and services. You can find a list of the [NDIS supports and services](#) where workers must be screened on the NDIS Quality and Safeguards Commission's (NDIS Commission) website.

Registered NDIS providers need to make sure workers in certain roles have an NDIS Worker Screening clearance.

What will the WSU do?

The WSU will look at the criminal and work history of people who apply for a Worker Screening Check to see if they have committed certain crimes or done other things that mean they should not work with NDIS participants. The WSU will make decisions about Worker Screening Check applications.

If the WSU decides that a person can work with NDIS participants, then that person will have an NDIS Worker Screening clearance. If the WSU decides that a person should not work with NDIS participants in certain roles, they will be given an NDIS Worker Screening exclusion.



How long is the NDIS Worker Screening clearance valid?

Workers with an NDIS Worker Screening clearance are subject to ongoing monitoring against police and other relevant information.

This means their NDIS Worker Screening clearance status can be re-assessed if a WSU or the NDIS Quality and Safeguards Commission (NDIS Commission) receives new or updated information that suggests they pose a risk to people with disability. If this happens, they may be excluded from having an NDIS Worker Screening clearance before their existing NDIS Worker Screening clearance expires.

NDIS Worker Screening clearances expire every five (5) years.

When do NDIS workers need to apply for a Worker Screening Check?

If workers already have a valid **acceptable state or territory check** from before 1 February 2021 (or no later than 1 July 2021 in the Northern Territory), they can use it until it expires or for the period of time the state or territory government allows.

This means that for a period of time, workers employed by registered NDIS providers in certain roles will hold **either** an acceptable check or an NDIS Worker Screening clearance.

When the acceptable check expires, or when the period of time is over, that acceptable check will no longer be valid. After that time, if those workers want to keep working in certain roles with a registered NDIS provider, they will have to get an NDIS Worker Screening clearance.

Eventually, when all of the acceptable checks are no longer valid, all workers employed by registered NDIS providers in certain roles must have an NDIS Worker Screening clearance.

From 1 February 2021 (or from 1 July 2021 or the day the WSU is ready in the Northern Territory), new workers in certain roles with registered NDIS providers must apply for an NDIS Worker Screening clearance if they don't already have one, or hold a valid acceptable check.

Do unregistered NDIS providers' workers need a Worker Screening Check?

If you use unregistered providers for some or all of your NDIS plan, you can choose to:

- ask your worker to tell you if they have a **valid acceptable state or territory check** or an NDIS Worker Screening clearance
- request your worker get an NDIS Worker Screening Check clearance
- not use unregistered providers if they do not have a valid acceptable check or an NDIS Worker Screening clearance.

This includes workers with an Australian Business Number (ABN) (sole traders).

You can also tell your unregistered provider that you only want to have the NDIS supports and services they provide delivered by a worker with a valid acceptable state or territory check or an NDIS Worker Screening Check clearance.

Important things to remember

- If you receive **certain NDIS supports or services** from a registered NDIS provider, their workers **must** have an acceptable check or an NDIS Worker Screening clearance. This is the law. This includes behaviour support services, and specialist disability accommodation.
- If your NDIS worker is employed by a registered NDIS provider in a **certain role**, they must have an acceptable check or an NDIS Worker Screening clearance.
- If your NDIS worker already has a valid **acceptable state or territory check** in place, they do not need to get a Worker Screening Check straight away from 1 February 2021 (or from 1 July 2021 in the Northern Territory).
- If you manage your own plan, unregistered NDIS providers and their workers do not need to have an acceptable check or a Worker Screening Check unless you want them to get one.

Contact Us

Call: 1800 035 544 (free call from landlines).

Our contact centre is open 9.00am to 4:30pm in the NT, 9.00am to 5.00pm in the ACT, NSW, QLD, SA, TAS, VIC and WA Monday to Friday excluding public holidays.

Email: contactcentre@ndiscommission.gov.au