

What is Shared Management?

In recent years, a number of Australian States and Territories have recognised and supported “Shared Management” as one way that people and families can partner with providers to manage their individualised disability funding arrangements. In Western Australia, Shared Management has a long history. When done well, it has been an overwhelmingly positive experience for many people, families and providers.

Shared Management arrangements can be established under any of the NDIS’s designated approaches: Agency Management; Plan Management or Self Management. Using a Shared Management approach to design and deliver support services enables providers to actively promote and support key NDIS service design and delivery aspirations embedded in the NDIS Act.

Shared Management is founded on five key principles (Module 2) that optimise the person’s control over their life and services. When built on these principles, it supports and increases the person’s capacity to organise and manage their services themselves.

In Shared Management arrangements, the person (or their representative) and the service provider share responsibility for completing key tasks and meeting all of the legal obligations associated with delivering funded supports and services to the individual. Each party’s responsibilities are recorded in a signed, written agreement between the individual or their representative and the provider.

The person or their representative leads the Shared Management partnership. They lead the design, planning, set up and managing of their services and determine the level of service provider input and support they want or need. In all Shared Management arrangements, the individual or their representative engages staff and formally is the employer of any support staff who work with the person.

Key responsibilities that need to be discussed and agreed in Shared Management arrangements include:

- Budgeting and budget monitoring;
- Secure record keeping (financial, personal, etc);
- Financial auditing;
- Complying with service delivery quality and safeguarding standards;
- Compiling and submitting yearly reports;
- Recruiting, orientating, inducting, training, rostering and supervising support people;
- Paying workers compensation and other insurance premiums;
- Paying wages and invoices;
- Submitting income tax payments to the ATO;
- Paying Superannuation Guarantee Contributions (SGC); and
- Meeting all other legal requirements.