# Embracing Change Project: Webinar 7
Resources Pack
## Worker Screening and Worker Requirements for registered NDIS providers
Developed by Embracing Change Project Team in November 2020

## About the Embracing Change Project

'Embracing Change: Applying the Practice Standards in Psychosocial Disability Services' or the Embracing Change Project was developed by the Mental Health Coordinating Council. The Mental Health Coordinating Council (MHCC) is the peak body for community mental health organisations in NSW. Since 1983 we have worked to build the capacity of community organisations to support people on their recovery journeys. On behalf of the sector, MHCC advocates for policy development and legislative reform. MHCC also offers responsive and highly flexible mental health training and professional development opportunities grounded in recovery-oriented and trauma-informed practice. Our work stems from the belief that people with lived experience are drivers of positive change in all mental health services.

The Embracing Change Project was designed to create a greater national awareness of the NDIS Practice Standards and Quality Indicators (NDIS Practice Standards) as they apply in the provision of psychosocial support services. It aims to support existing and prospective NDIS providers to achieve increasing alignment with the Practice Standards and service delivery practices. This project is supported through grant funding from the Australian Government.

These aims will be achieved through

1. Ten live and interactive webinars aligned to the NDIS Practice Standards from the perspective of psychosocial disability;
2. National Forum which is to explore quality and safeguarding issues for mentality health consumers accessing NDIS supports and psychosocial disability service providers delivering NDIS supports.

To learn more about the Embracing Change Project head to the Project Home Page. We also encourage you to visit our sister site, Reimagine.today. Reimagine is an interactive website designed to support people living with mental health conditions to navigate the NDIS.

## About this Resource Pack

Embracing Change Webinar 7 focuses on the key components and implementation of the Worker Requirements under the NDIS Code of Conduct and the NDIS Practice Standards, and the provider responsibilities regarding Worker Screening including the soon to be introduced NDIS National Worker Screening Check.

This Resource Pack was designed to support psychosocial disability service providers (service providers or providers) on their NDIS Quality and Safeguarding journey whether you are a sole trader, a small to medium service or a larger multi-outlet service.

You will find listed below resources to assist in:

- Clarifying provider responsibilities with respect to Worker Screening and worker requirements under the Code of Conduct and NDIS Practice Standards;
- Reviewing current policies and procedures against specific *Practice Standards requirements.*
- Embedding continuous quality improvement processes in your organisation.

Each section contains relevant resources for each NDIS provider requirement with focus on NDIS Commission guidance and training.

**Note:** In those instances where there are multipole resources on a webpage, we have highlighted resources which speak to the requirements of that particular practice standard.

### Contacts

If you would like to give feedback on this Resource Pack or be involved with future Embracing Change webinars and National Forum please contact [Project Manager](#).

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# Embracing Change Project: Webinar 7 Resources

The following is a summary of key guidance and resources provided by the *NDIS Quality and Safeguards Commission* that we grouped as follows:

1. Worker Screening;
2. Worker Requirements; and
3. Worker Training.

## 1. Worker Screening

**Worker screening requirements (NDIS registered providers)**
This website outlines NDIS service provider worker screening requirements.
https://www.ndiscommission.gov.au/providers/worker-screening

**Worker Screening Requirements for NDIS workers**
This website explains the Worker Screening Requirements for NDIS workers including the NDIS Worker Screening Check.
https://www.ndiscommission.gov.au/workers/worker-screening-workers

**NDIS Worker Screening Check**
This website provides additional detail about the NDIS Worker Screening Check commencing nationally from 1 February 2021.
https://www.ndiscommission.gov.au/about/ndis-worker-screening-check

**Worker screening – transitional and special arrangements**
This website provides details of transitional and special arrangements worker screening arrangements for each jurisdiction.
https://www.ndiscommission.gov.au/providers/worker-screening/interimarrangements

## 2. Worker Requirements

**Fact sheet: NDIS Code of Conduct - Summary for workers**
Fact sheet for NDIS workers on their NDIS Code of Conduct responsibilities.
https://www.ndiscommission.gov.au/document/811

**The NDIS Code of Conduct - Guidance for Workers**
The NDIS Code of Conduct Guidance for Workers provides guidance for workers in the NDIS about complying with the NDIS Code of Conduct. The guidance provides information and examples about what the Code of Conduct means in practice.
https://www.ndiscommission.gov.au/document/571

**Detailed Guidance: Expectations of workers providing services in incident management and reporting incidents**
This document provides guidance on the expectations of workers providing services in incident management and reporting incidents.
https://www.ndiscommission.gov.au/document/1486

**NDIS Workforce Capability Framework**
The Capability Framework will translate the NDIS principles, Practice Standards and Code of Conduct into clear and observable behaviours that service providers and workers should demonstrate when delivering services to people with disability.

The Capability Framework will include:
- core capabilities that all service providers and workers will be expected to have
- complementary capabilities required by workers who assist participants with tasks that require specific knowledge or expertise
- technical capabilities for those who deliver higher-intensity services that require specialised knowledge or expertise.

https://www.ndiscommission.gov.au/workers/ndis-workforce-capability-framework

## 3. Worker Training

**Worker Orientation Module 'Quality, Safety and You'**
This module is an interactive online course that explains the obligations of workers under the NDIS Code of Conduct – from the perspective of NDIS participants. It was developed in consultation with the sector, including NDIS providers and people with a disability.

During the module, workers are encouraged to consider and respond to different scenarios in the context of supporting a person with disability. It will help workers to understand:
- What the NDIS is and why we need it
- The role of the NDIS Quality and Safeguards Commission
- Worker's responsibilities under the NDIS Code of Conduct
- Worker's role in supporting people with disability to achieve the vision of the NDIS.

https://www.ndiscommission.gov.au/workers/ndis-induction-modules
https://training.ndiscommission.gov.au/

**COVID-19 Infection Control Training, Department of Health, Australian Government**
It covers the fundamentals of infection prevention and control for COVID-19, including:
- COVID-19 – what is it?
- Signs and symptoms
- Keeping safe – protecting yourself and others
- Myth busting.

At the end of this training module, you should be able to:
- understand the basics about the COVID-19 virus, including how it is spread
- describe what you can do to protect the people you support and your workforce
- know what to do if the person you are supporting develops symptoms
- know what to do if you develop symptoms
- tell the difference between myths and facts of COVID-19.

https://covid-19training.gov.au/login
https://www.ndiscommission.gov.au/workers/training-ndis-workers-covid-19

ENDS.