



# YOUR AGED CARE CHECKLIST

**Ready to explore your in-home aged care options?**

**Not sure where to start?**

**Intereach is here to help!**

Here's a handy checklist to guide you through the process. It's separated into three parts:

**Part 1:** Before your My Aged Care (MAC) assessment

**Part 2:** While you wait for funding

**Part 3:** Once your Support at Home (SAH) funding is assigned

## Part 1: Before your My Aged Care assessment:

Be prepared. Make sure you have the following documents ready for your assessment:



- Medicare card and one other form of ID such as a DVA card, driver's licence, healthcare card or passport
- Any referral/s from your doctor
- A list of any questions you may wish to discuss
- Contact details for your GP and other health professionals
- Details of any support you already receive
- Nominated Supporter (representative – family member / friend)
- Power of Attorney information
- Advanced Care Directive

**Tip:** Be ready to talk about what your worst day looks like and the help you need.

## Part 2: While you wait for funding

If you are eligible for services under the **Commonwealth Home Support Programme**, you will receive referral codes for those services after your assessment.

If you are better suited to a Support at Home (SAH) package, there is likely to be a waiting period for your package to be assigned. You can use this time to check off some of the tasks on the following page.

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- Complete an SA456 form - this form will allow Services Australia to determine your co-contribution, if any.
- Explore your provider options - check that your preferred provider has capacity to deliver the services you are likely to need. If not, you can consider other options.
- Understand your rights and responsibilities.
- Use the My Aged Care cost calculator to estimate contributions.
- Keep an eye out for a letter containing your referral code/s.
- Ask your GP about a Care Plan, for subsidised allied health visits, transport support, or mobility assistance.

**Tip 1:** Stay in touch with My Aged Care. Let them know if your health or living situation changes. This can trigger a Support Plan Review that may increase your funding level or position in the queue.

**Tip 2:** Follow-up with providers about waitlists or interim services.

### Part 3: Once your funding is assigned

Your assignment letter will contain your referral code, priority level, quarterly budget, and funding start date.

Next steps:

- Choose a provider and sign a service agreement
  - You have 56 calendar days from the assignment letter to:
    - Select a registered provider
    - Sign your service agreement
  - If needed, you can request a 28-day extension via My Aged Care.
- Understand your funding and costs. Work with your preferred provider to develop a budget within the scope of the package funding assigned to you.
- Understand what your package covers including provider costs.
- Sign a Support at Home agreement with your chosen service provider.
- Develop a care plan and service plan that outlines the services you need or have funding approval for.

**Tip:** You can seek support from an advocate, translator or AUSLAN interpreter, family or friend at any stage.

### Additional considerations:

Once you have signed with your chosen provider, you will be assigned to a Care Partner who will work with you to plan and schedule your supports. Once your care plan is agreed upon, services can begin immediately.

- Make a note of your Care Partner and how to get in touch with them. They will be your ongoing contact person.
- Monitor and review your regular service statement. Care plans can be reviewed and adjusted anytime as your needs change.

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