



Specialist Disability Accommodation (SDA) Service Agreement

Parties

Participant Name	Melody Sunshine
Participant Number	431234568

And

SDA Provider	SDA Services Perth
Address	222 River Road PERTH 6000
NDIS Registration Status	Registered
NDIS Provider Number	1300 222 555
ABN	11 222 333 333
Document Number	N/A (provider does not wish to provide)

For

Service	SDA
SDA Property Address	6a SDA Road, PERTH 6000.

Background

A. The **Participant** is a person with disability who takes part in the **NDIS**. The **Participant** has a plan under the **NDIS Act** (the **Participant's Plan**). The plan includes a statement of participant supports.

B. The **Public Advocate** has been appointed by the State Administrative Tribunal of Western Australia as **Guardian** for the **Participant**, with powers and duties to make decisions in relation to services to be provided to the **Participant**.

C. The **Participant's Plan**, that is in effect under section 37 of the **NDIS Act**, includes **Specialist Disability Accommodation** as a reasonable and necessary support.

D. The **SDA Provider** has represented that it has a suitable **SDA enrolled dwelling** and has the skills, expertise and experience necessary to provide **SDA** to the **Participant** as set out in the **Participant's Plan**, in accordance with the provisions of this **Service Agreement** and the **Residential Tenancy Agreement**.

E. The **Public Advocate** (as **Guardian** hereunder) wishes to engage the **SDA Provider** to provide the **SDA** for the **Participant** under the **Participant's Plan**, and the **SDA Provider** has agreed to be so engaged.

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F. This **Service Agreement** sets out provisions upon which the **SDA Provider** will provide the **SDA services** to the **Participant**.

G. This **Service Agreement** is a service agreement for the purposes of the NDIS.

AGREED TERMS

Definitions and interpretation

1.1 Definitions

In this **Service Agreement** unless expressed or implied to the contrary:

Business Day means Monday to Friday excluding public holidays in Western Australia.

Commonwealth means the Commonwealth of Australia.

Consumer Protection Western Australia is as set out in the *Fair-Trading Act 2010* (WA).

Department means the Western Australian Department of Mines, Industry Regulation and Safety (Consumer Protection).

Dispute means a dispute or disagreement arising under or in connection with this **Service Agreement**.

Dwelling means a house, flat, or other place of residence.

End Date means the date specified in item 2 of Schedule 1 which is either the date the plan ends or the date the plan extension ends. Where one or more **Service Agreement Amendment Schedules** have been made, the 'Participant's Plan end date' shall be as specified in the most recent **Service Agreement Amendment Schedule**.

Enrolled dwelling means a residential premises that has been approved by the National Disability Insurance Agency for use as Specialist Disability Accommodation.

Funding Period means the specific timeframe set by the NDIA in which a portion of the **Participant's Plan** funding is made available for use.

Guardian means the person appointed as the **Participant's** guardian in a guardianship order made by the State Administrative Tribunal, Western Australia, namely the **Public Advocate**, or the person to whom the **Public Advocate** has delegated their powers and duties in respect of that appointment.

Guardianship and Administration Act means the *Guardianship and Administration Act 1990* (WA).

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Health Information means information, data and medical opinion on or about an individual's state of physical or mental health and wellbeing, including matters pertaining to disease, affliction, disability and drug or alcohol addiction.

Home and Living is a NDIS support category that can be included in a **Participant's Plan** to help the **Participant** to live as independently as possible and build skills with things like household tasks and personal care.

Law means any requirement or rule of any statute, subordinate legislation, the common law or equity.

NDIA means the National Disability Insurance Agency, established by section 117 of the **NDIS Act**.

NDIS means the National Disability Insurance Scheme, being the arrangements set out in Chapter 3 of the **NDIS Act**.

NDIS Act means the *National Disability Insurance Scheme Act 2013*.

NDIS Quality and Safeguards Commission means the Commission established by section 181A of the **NDIS Act**.

NDIS Maximum Reasonable Rent Contribution and Board Payment means 25% of Commonwealth Disability Support Pension as well as any Commonwealth Rent Assistance entitlement and is prescribed by the NDIA in the context of **Specialist Disability Accommodation**.

NDIS Pricing Arrangements for Specialist Disability Accommodation (formerly the SDA Price Guide) is a summary of all prices that apply to SDA.

NDIS Support Catalogue means the document of the **NDIA** that provides information on the current price limits for each support item and indicates for each price-limited support item the claim types that can be used.

Notifiable Data Breaches Scheme is a national scheme run by the Office of the Australian Information Commissioner (OAIC), requiring any organisation or agency covered by the *Privacy Act 1988*, to notify affected individuals and the OAIC when a data breach is likely to result in harm to an individual whose personal information is involved.

Participant means a person with a disability who is a participant in the **NDIS** and has a right to have plan under the **NDIS Act** (the **Participant's Plan**) which includes a statement of participant supports.

Participant's Plan means the **Participant's** plan that is in effect under section 37 of the **NDIS Act** from time to time during the **Term** of the **Service Agreement**.

Personal Information means personal information within the definition of the *Privacy Act 1988* (Cth).

Plan Extension is an automatic extension of the existing **NDIS Plan** by the **NDIA** if the new **NDIS Plan** hasn't been finalised prior to the current **Plan End Date**.

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Plan Management is when a participant chooses to use plan management provider to manage their NDIS funds which involves receiving funds from the NDIA and disbursing these funds on behalf of the participant to providers of other services received.

Public Advocate means the person appointed as the Public Advocate, being the office continued in existence by section 91 of the *Guardianship and Administration Act 1990* (WA).

Residential Tenancy Agreement means an agreement pursuant to the *Residential Tenancies Act 1987* (WA) entered into between the parties.

SDA means **Specialist Disability Accommodation**.

SDA enrolled dwelling means a residential premises defined in the *Residential Tenancies Act 1987* (WA) that has been approved by the National Disability Insurance Agency for use as Specialist Disability Accommodation.

Service Agreement means this agreement between the **Participant** and the **Service Provider** and includes its Schedules including any Service Agreement Amendment Schedules and any documents incorporated by reference.

Services means the services set out in Schedule 2.

Specialist Disability Accommodation or **SDA** refers to accommodation for participants who require specialist housing solutions to assist with the delivery of supports that cater for their extreme functional impairment and/or very high support needs.

Start Date means the date specified in item 1 of Schedule 1 which is either the date the plan commences, or the plan extension commences. Where one or more **Service Agreement Amendment Schedule** has been made, the 'Participant's Plan start date' shall be as specified in the most recent **Service Agreement Amendment Schedule**.

Supported Independent Living is a type of support to help you live in your home and build independence. It includes help or supervision with daily tasks, like personal care or cooking meals.

Terms and Conditions means the SDA Provider's Terms and Conditions for the provision of goods and/or services to the **Participant** by the **SDA Provider**. To remove any doubt, the Terms and Conditions are not this Service Agreement but are separate to this Service Agreement.

1.2 Interpretation

1.2.1 This **Service Agreement** is to be construed in accordance with the **Laws** of Western Australia.

1.2.2 In this **Service Agreement**, except where the context requires otherwise:

- (a) the singular includes the plural and vice versa;

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(b) another grammatical form of a defined word or expression has a corresponding meaning;

(c) a reference to:

(i) a clause, schedule, appendix or annexure is a reference to a clause, schedule, appendix or annexure in or to this **Service Agreement** all of which are deemed part of this **Service Agreement and must be complied with**;

(ii) a person includes the legal personal representatives, successors and permitted assigns of that person;

(iii) any body which no longer exists or has been reconstituted, renamed, replaced or whose powers or functions have been removed or transferred to another body or agency, is a reference to the body which most closely serves the purposes or objects of the first-mentioned body;

(iv) a statute includes regulations under it and consolidations, amendments, re-enactments or replacements of any of them;

(v) this or any other document includes the document as varied or replaced regardless of any change in the identity of the parties;

(d) headings and sub-headings are inserted for ease of reference only and do not affect the interpretation of this **Service Agreement**; and

(e) where the expression including or includes is used it means 'including but not limited to' or 'including without limitation'.

2. Term

2.1 Term of Service Agreement

This **Service Agreement** commences on the **Start Date** or the date on which the **SDA Provider** was engaged to provide the **Services**, whichever is later, and continues for the period until the **End Date**, unless terminated earlier in accordance with clause 7.

3. Services

3.1 Acknowledgements

The parties acknowledge and agree:

3.1.1 the **Participant** is a person with a disability and, in providing the **Services**, the **SDA Provider** will have regard to the human rights of the **Participant** as set out in the United Nations Convention on the Rights of Persons with Disabilities;

3.1.2 the **Guardian** signs this **Service Agreement** on behalf of the **Participant** pursuant to powers vested in the **Guardian** in accordance with the **Guardianship and Administration Act**;

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3.1.3 the **Guardian** may exercise all of the rights and powers of the **Participant** on behalf of the **Participant** in accordance with the **Guardianship and Administration Act**;

3.1.4 this **Service Agreement** includes expectations as to how the **Guardian** will act to exercise the **Participant's** rights in relation to the **Services**;

3.1.5 the rights, duties and responsibilities of the **Guardian** cease upon the cessation of the **Public Advocate's** appointment as the **Participant's Guardian**;

3.1.6 this **Service Agreement** is otherwise unaffected by the cessation of the **Public Advocate's** appointment as **Guardian** unless the parties vary or terminate it in accordance with its terms;

3.1.7 the **Enrolled Dwelling owner** can claim the maximum amount that can be funded under the NDIS for the **Enrolled Dwelling** stated in the **Participant's Plan**, in accordance with the **NDIS Pricing Arrangements for Specialist Disability Accommodation**;

3.1.8 the **Guardian** may enforce this **Service Agreement** against the **SDA Provider**, including if the **SDA Provider** commits an actual or suspected breach of the **Service Agreement**; and

3.1.9 that, for the duration of the **Term**, the **Service Provider** will have, maintain and comply with all statutory, government and legal requirements (including licenses and status requirements as an **NDIS Registered Provider** and if the **Service Provider** is or becomes in breach of those obligations, it shall immediately notify the **Guardian** in writing accordingly.

3.2 SDA Provider warranties

The SDA Provider warrants that:

3.2.1 it has, and will continue to have, the skills, expertise and experience necessary to provide the **Services** to the **Participant** in accordance with the provisions of this **Service Agreement**;

3.2.2 prior to entering the **Start Date** and **End Date** of the **Participant's Plan** at items 1 and 2 of Schedule 1, it verified with the **Support Coordinator** the accuracy of those dates;

3.2.3 prior to entering the details of **Services** in Schedule 2, it confirmed with the **Support Coordinator** that a **Home and Living** decision has been made by the **NDIA** and there is sufficient funding available in the **Participant's Plan** for the total cost for all **Services** listed in Schedule 2;

3.2.3A If there is, at the time this Service Agreement is entered into, no funding (referred to in clause 3.2.3), then clause 3.2.3 will not apply, and Schedule 2 and Appendix 1 will remain empty, but if the NDIA includes in the **Participant's Plan** SDA funding, then clause 3.2.3 will apply from the date of such SDA funding; at this time, an **SDA Service Agreement Amendment Schedule** will be completed by the **SDA Provider** to include funding in this **Service Agreement**.

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3.2.4 it will only charge the **Participant** according to the applicable funding periods prescribed by the **NDIA** for the provision of **Services** listed in Schedule 2; or in any **Service Agreement Amendment Schedule** made during the Term of the **Service Agreement**.

3.2.5 regardless of the price specified for any support item in Schedule 2, it will charge the **Participant** in accordance with the **NDIS Pricing Arrangements for Specialist Disability Accommodation** and not more than the current price limit; and

3.2.6 it will, acting reasonably and in good faith, negotiate and enter into with the **Participant** or, if and when appointed, the **Administrator**, a rent contribution and board payment that accords with all **Legal** requirements and aligns with the **NDIS Maximum Reasonable Rent Contribution and Board Payment**, as and when required and appropriate.

3.3 SDA Provider's responsibilities

The SDA Provider agrees to:

3.3.1 provide the **Participant** with information concerning the provision of the **Services** in formats most likely to be understood by the **Participant**;

3.3.2 consult with the **Participant** to the extent possible about how the **SDA Provider** will provide the **Services**;

3.3.3 (where the **SDA Provider** is required by the **NDIS Practice Standards and Quality Indicators** to provide business specific information about the **SDA Provider's Terms and Conditions** for **Participant's** who are represented by the **Public Advocate**) include such information in the **SDA Provider's Terms and Conditions** for **Participants** who are represented by the **Public Advocate**. These requirements may include, but are not limited to, information about how the **SDA Provider** will provide continuity of supports and responsive service provision;

3.3.4 within 30 days of the signing of this **Service Agreement**, and thereafter every time there is a change to the **Terms and Conditions** on the part of the **SDA Provider**, provide the **Participant** and **Guardian** with a copy of its **Terms and Conditions**, in language the **Participant** is most likely to understand; the above can be achieved by providing an annexure to the **Service Agreement** or providing a link to the **SDA Provider's Terms and Conditions** for **Participants** who are represented by the **Public Advocate** available on the **SDA Provider's website**;

3.3.4A ensure that the **Terms and Conditions** do not render the **Participant** or the **Guardian** responsible for payment of any overspend of the **Participant's NDIS** funds as set out in the **NDIS Plan**;

3.3.4.B ensure that the **Terms and Conditions** are and remain Lawful, fair and reasonable;

3.3.5 keep the **Guardian** informed of any changes to the **Participant's** situation known to the **SDA Provider** that may impact on the provision of the **Services** or the **Participant's** support needs;

3.3.6 treat the **Participant** and the **Guardian** with courtesy and respect at all times;

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3.3.7 communicate openly and honestly with the **Participant** and the **Guardian** in a timely manner;

3.3.8 listen to the **Participant's** and the **Guardian's** feedback and work with them to resolve problems quickly;

3.3.9 deliver services to the **Participant** in such a way as to give effect to the personal and lifestyle decisions made by the **Guardian** on behalf of the **Participant**;

3.3.10 supports the **Participant** to experience a planned and coordinated transition to or from another provider when required and possible;

3.3.11. where **Supported Independent Living (SIL)** is funded in the **Participant's Plan**, agree and document arrangements with the **SIL Provider** outlining the roles and responsibilities of each party (where applicable) for the following matters:

- (a) how the **Participant's** concerns about the **Dwelling** will be communicated and addressed;
- (b) In shared living how potential conflicts involving **Participants** will be managed;
- (c) how changes to **Participant** circumstances and/or support needs will be agreed and communicated;
- (d) In shared living, how vacancies will be filled, including each **Participant's** right to have their needs, preferences and situation taken into account; and
- (e) how behaviors of concern which may put tenancies at risk will be managed, if this is relevant for the participant,

and provide a copy to the **Guardian**;

3.3.12 enable the **Participant** access to the SDA **Dwelling** consistent with the **Participant's** human and tenancy rights and in such a way as to support the **Participant** to exercise informed choice and control;

3.3.13 submit a **Service Agreement Amendment Schedule** as required in accordance with clause 8.1.2; and

3.3.14 act in a financially responsible and prudent manner in its performance of this **Service Agreement**.

3.4 Performance standards

The **SDA Provider** must provide the **Services** to the **Participant** and in doing so, must perform the **Services**:

3.4.1 for the purposes of achieving the goals as provided by the **Guardian** or **Support Coordinator**, and in compliance with, the **Participant's Plan**;

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3.4.2 in a courteous and respectful manner, Lawfully, and with due skill, diligence, care and consistent with the highest professional and industry standards; and

3.4.3 in accordance with this **Service Agreement** including all timeframes specified in Schedule 1, all applicable **Laws** and any reasonable request of the **Guardian** from time to time.

3.4.4 in accordance with the **Participant's NDIS Plan** and the **SDA Provider's Terms and Conditions**, but in the event of conflict between those **Terms and Conditions** and this **Service Agreement**, the former shall prevail over the latter to the extent of the conflict (provided that, first, those **Terms and Conditions** are Lawful, fair and reasonable, and, second, that silence shall neither amount to nor form the basis of conflict).

3.4.4A The conflict and precedence provisions of clause 3.4.4 do not apply if and to the extent that the **Terms and Conditions** are contrary to clauses 3.2, 3.3, 3.4.1, 3.4.2, 3.4.3 and 3.7 of this **Service Agreement**.

3.5 Guardian's responsibilities

The **Guardian** agrees to:

3.5.1 do all things reasonable to cooperate with the **SDA Provider** in order for the **SDA Provider** to provide the **Services** to meet the **Participant's** needs;

3.5.2 take reasonable steps to work with the **SDA Provider** to action administrative tasks in a timely manner;

3.5.3 keep the **SDA Provider** informed of any changes to the **Participant's** situation known to the **Guardian** that may impact on the provision of the **Services**; and

3.5.4 provide feedback as needed regarding the **Services** to the **SDA Provider** from time to time.

3.6 Privacy

The **SDA Provider** must:

3.6.1 protect the **Participant's** privacy and collect, use, disclose and otherwise handle Personal Information and Health Information collected by or on behalf of the **SDA Provider** in connection with the **Services** or this **Service Agreement** only for the purpose of performing its obligations under this **Service Agreement** and only in compliance with all relevant **Laws** including the *Privacy Act 1988* (Cth) and the *NDIS Act 2013*;

3.6.2 promptly notify, in accordance with the **Notifiable Data Breaches Scheme**, the **Participant** and **Guardian** in writing of any actual or suspected breach of its obligations under clause 3.6.1;

3.6.3 within 30 days of the signing of this **Service Agreement** and thereafter every time there is policy or procedures change, provide the **Participant** and **Guardian** with a copy of its privacy policies and procedures, in language the **Participant** is most likely to understand,

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and at such other times the above can be achieved by providing a link to the **Service Provider's** privacy, policies and procedures available on the **Service Provider's website**; and

3.6.4 inform the **Participant** and **Guardian** of how their information is stored and used, and when and how each participant can access or correct their information and withdraw or amend their prior consent.

3.7 Indemnity

The **SDA Provider** shall indemnify each of the **Guardian** and the **Participant** (each, an **Indemnatee**) from and against all loss, damage, liability, costs, expenses, claims and lawsuits suffered or incurred by, or brought against, any Indemnatee to the extent caused or contributed to by the **SDA Provider's** breach of this **Service Agreement** or any other wrongful or unlawful act or omission by or on the part of the **SDA Provider**.

4. Insurance

4.1 The **SDA Provider** warrants that, during the **Term** and for the period after the **Term** as set out in item 4 of Schedule 1, it will maintain adequate levels of insurance and will seek professional advice as the type and amount of insurance that is necessary.

4.2 To meet the requirements of 4.1 the **SDA Provider** will obtain Public Liability Insurance and Professional Indemnity Insurance that meets the minimum level of cover that is commensurate to the scope of the **SDA Provider**.

4.3 The **SDA Provider** warrants that it has sought and considered the appropriate professional advice in relation to its insurance requirements and needs, in the light of all relevant factors, including this **Service Agreement** and its rights and obligations hereunder.

4.4 On request, the **SDA Provider** must provide the **Guardian** with evidence of its compliance with clause 4.1 and 4.2.

4.5 The **SDA Provider** must not commit any act or omission, or allow any act or omission to be committed, which would cancel or lessen the **SDA Provider's** rights under any of the above insurance policies.

5. Complaints and Dispute resolution

5.1 The parties must attempt to resolve all complaints and disputes under this clause 5 before starting any court proceedings, other than court proceedings for interlocutory, injunctive or declaratory relief.

5.2 The **SDA Provider** must inform the **Participant** and **Guardian** of its complaints and dispute handling processes, including avenues external to the **SDA Provider**, and their right to advocacy. The parties agree to use these processes to try to resolve any complaint or dispute.

5.3 If, following the processes in good faith, the parties have not resolved the complaint or dispute, the **Participant** or **Guardian** may refer the complaint or dispute to the **NDIS Quality & Safeguards Commission** or the **Department of Mines, Industry, Regulation and Safety** for determination or resolution.

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5.4 Despite the existence of a complaint or dispute, the parties must continue to perform their obligations under this **Service Agreement**. There is a supportive environment for any person who provides feedback and/or makes a complaint.

5.5 Nothing in the preceding provisions of this clause 5 shall reduce or otherwise affect a party's rights under clause 7.

6 Community Emergency Event or Disaster

6.1 The **SDA Provider** will have business continuity processes to ensure they can continue to provide **Services** in the event of a community emergency event or disaster.

6.2 The **SDA Provider** may include details of their business continuity plan in their **Terms and Conditions** as provided for in 3.3.3 and 3.3.4 of this **Service Agreement**.

7. Termination

7.1 Termination for convenience

The **Guardian** may terminate this **Service Agreement** at any time without cause and without needing to provide reasons by giving the **SDA Provider** 90 days' notice or sooner if the **Guardian** decides that circumstances warrant.

7.2 Termination by the Participant

The **Guardian** may terminate this **Service Agreement** immediately by notice to the **SDA Provider** if:

7.2.1 the **SDA Provider** commits a breach of this **Service Agreement** which, in the opinion of the **Guardian**, cannot be remedied or amounts to a repudiation of this Service Agreement by the **SDA Provider**;

7.2.2 (subject to clause 7.2.1) the **SDA Provider** commits a breach of this **Service Agreement** and the **SDA Provider**:

(a) fails to commence action to remedy the breach within 3 Business Days after the **Guardian** has served notice requiring it to do so; or

(b) having commenced action to remedy the breach, fails to complete that action as soon as possible and in any event, within 14 Business Days of the **Guardian's** notice; or

7.2.3 in the opinion of the **Guardian**, continuation of the **Services** would pose a risk to the **Participant's** safety or personal, mental or social wellbeing.

7.3 Termination by SDA Provider

The **SDA Provider** may terminate this **Service Agreement** at any time by giving the **Guardian** 90 days' notice before the participant is required to vacate the premises, unless shorter notice is required to address risks of harm to the participant or others.

7.4 Termination as a consequence of changes to the Participant's Plan

This Service Agreement will terminate where funding within the **Participant's Plan** for the **Services** agreed to under this **Service Agreement** ceases or has been exhausted and the **Guardian** and **SDA Provider**, acting reasonably and in good faith and with the welfare and wellbeing of the Participant being the paramount consideration (but at no cost to the **Guardian**), cannot or do not agree a mutually satisfactory solution within a reasonable period of time.

7.5 Effect of termination or expiry

Termination or expiry of this **Service Agreement** will not affect:

7.5.1 any accrued rights or remedies of either party; or

7.5.2 the operation of clauses 3.6.1 and this clause 7.5 or any other provision which, by its nature, is intended to survive termination or expiry of this **Service Agreement**.

8. General

8.1 Amendment

8.1.1 During the **Term** of this **Service Agreement** the **SDA Provider** or the **Guardian** may amend the information contained in item 4 of Schedule 1 by advising the other party in writing of the updated information. Such amendments should be communicated within 7 days of the change. In accordance with 3.2.5 of this **Service Agreement**, a **Service Agreement Amendment Schedule** is not required where **indexation** is applied to the **Participant's Plan** by the **NDIA**.

8.1.2 If during the **Term** of the **Service Agreement** the parties agree to:

- (a) the **SDA Provider** continuing to provide services to the **Participant** beyond the **Participant's Plan** end date specified in item 2 of Schedule 1 or, if a **Service Agreement Amendment Schedule** has previously been made, in the most recent **Service Agreement Amendment Schedule**; and/or
- (b) alter the range and/or details of services specified in Schedule 2 or, if a **Service Agreement Amendment Schedule** has previously been made, in the most recent **Service Agreement Amendment Schedule**;

the **SDA Provider** shall, after consulting with the **Support Coordinator**, provide the **Guardian** with a **Service Agreement Amendment Schedule** (in the standard form provided by the **Guardian**) reflecting the agreed amendments (including the new **Participant's Plan** dates, if applicable) within 10 Business Days of the agreement. There is no limit on the number of times a new **Service Agreement Amendment Schedule** can be made during the **Term**.

8.1.3, the **Service Agreement Amendment Schedule** is taken to be made after the **Support Coordinator** completes the appended Support Coordinator's Notation unless the **Guardian** informs the **SDA Provider** in writing within 5 Business Days of the Support Coordinator's Notation that it does not agree to the **Service Agreement Amendment Schedule**, in which case the **Service Agreement Amendment Schedule** is taken not to have been made and is of no effect.

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8.1.4 A **Service Agreement Amendment Schedule** replaces Schedule 2 and any earlier **Service Agreement Amendment Schedules** in respect of services to be provided to the **Participant** by the **SDA Provider** within the Participant's Plan start and end dates specified in that **Service Agreement Amendment Schedule** and must specify all services to be provided within that period.

8.1.5 Except as provided for in clause 8.1.1 or clause 8.1.2, this **Service Agreement** may only be varied or replaced by a document executed by the parties.

8.2 Entire understanding

This **Service Agreement** contains the entire understanding between the parties as to the subject matter contained in it. All previous agreements, representations, warranties, explanations and commitments, expressed or implied, affecting this subject matter are superseded by this **Service Agreement** and have no effect.

8.3 Consents and approvals

If the doing of any act, matter or thing under this **Service Agreement** is dependent on the consent or approval of the **Guardian** or is within the discretion of the **Guardian**, then consent or approval may be given, or the discretion exercised conditionally or unconditionally or withheld by the **Guardian** in its absolute discretion unless express provision to the contrary is made.

8.4 Duty to cooperate

Each party must do everything reasonably necessary and reasonable to give full effect to this agreement.

8.5 Legal costs and expenses

Each party must pay its own legal costs and expenses in relation to the negotiation, preparation and execution of this **Service Agreement** and other documents referred to in it, unless expressly stated otherwise.

8.6 Waiver and exercise of rights

A right relating to this **Service Agreement** may only be waived by a written notice signed by the party waiving the right. A single or partial exercise or waiver of a right relating to this **Service Agreement** does not prevent any other exercise of that right or the exercise of any other right.

8.7 Rights and remedies

The rights and remedies conferred on a party by this **Service Agreement** are in addition to all other rights and remedies of that party.

8.8 Assignment

The **SDA Provider** must not assign, novate or otherwise transfer any of its rights or obligations under this **Service Agreement** without the prior written consent of the **Guardian**.

8.9 No relationship

Nothing in this **Service Agreement** will be construed or deemed to constitute a partnership, joint venture or employee, employer or representative relationship between any of the parties. Nothing in this **Service Agreement** will be deemed to authorise or empower any of the parties to act as agent for or with any other party.

8.10 Rule of construction

In the interpretation of this **Service Agreement**, no rule of construction applies to the disadvantage of the party preparing the document on the basis that it prepared or put forward this **Service Agreement** or any part of it.

8.11 Counterparts

This **Service Agreement** may be executed in any number of counterparts all of which taken together constitute one instrument.

8.12 Notices

Any notices required to be served by any party to the other party must be in writing and may be via email (see item 4 in Schedule 1).

8.13 Governing law and jurisdiction

This **Service Agreement** is governed by the **Laws** of the State of Western Australia. The parties submit to the non-exclusive jurisdiction of the courts and tribunals of Western Australia and courts entitled to hear appeals from those courts

SCHEDULE 1

Service Agreement details

Item 1 Participant's Plan Start Date or Extension Start Date

31 / 03 / 25 (eg date/month/yyyy)

Item 2 Participant's Plan End Date or Extension End Date

31 / 03 / 26 (eg date/month/yyyy)

Item 3 Plan Management:

Plan Managed

Notices

Item 4

Participant Address: 22 Quality Road PERTH 6000

Guardian details

Name: Hazel Nutt (delegated guardian)

Address: 28, Barrack Street, PERTH 6000

Email: Hazel.nutt@justice.wa.gov.au

Phone: @justice.wa.gov.au
08 9278 7300

SDA Provider: SDA Services Perth

SDA Provider Address 222 River Road PERTH 6000

SDA Provider Contact Name Rita Book

Email (Signed Service Agreements will be returned to this email) office@sdaservicesperth.com.au

Phone number 9222 7777

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**Support Coordination
(SC) Organisation
Name**

Purple Support Coordination

SC Organisation
Address

222 NDIS Road, PERTH 6000

SC Name

Charlie Brown

Contact (email and
phone)

office@purple.com.au

08 9222 2222

0400 111 111

SAMPLE

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Specialist Disability Accommodation Service Agreement

SCHEDULE 2

Schedule of Services

*Note: This Schedule may be replaced by a Service Agreement Amendment Schedule made under clause 7.1.2 during the **Term**.*

Provider Notifications:

GST Exempt

Yes

This is a supply of one or more reasonable and necessary supports specified in the statement of participant supports under section 33 (2) of the NDIS Act, set out in the Participant's NDIS Plan currently in effect under section 37 of the NDIS Act.

*Note: All services to be provided during this Participant's Plan period must be prescribed in detail below and **quote for the Plan period** applicable to the **SDA Provider**. Where a plan extension has been granted, please include any funds carried forward from the previous plan in allocations at Budget Item 1 and Budget Item 2 below.*

Services

Budget Item 1

Support Category	Support Item Name	\$ Allocations
Capital Supports	SDA	\$ \$ 97,301
		\$
		\$
		\$

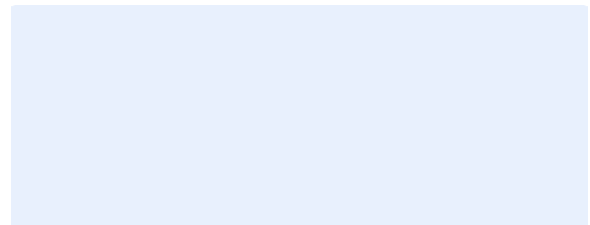
Total (\$ 97,301

SIGNING PAGE

Executed by the parties as a Service Agreement

SIGNED for and on behalf of the **SDA Provider (This must be signed by the SDA Provider NOT the Support Coordinator)**

Signature



Name of SDA Provider authorised signee

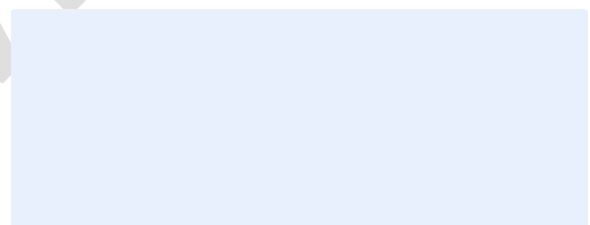
Olive Yew, Director

Date:

03 April 2025

SIGNED for and on behalf of the **Participant** by the **Guardian**

Signature



Name of Guardian signing

Hazel Nutt

Date of execution:

04 April 2025

The following Support Coordinator's Notation can only be completed by the Support Coordinator.

If you are the Provider and have already completed and signed this **Service Agreement** (do not fill out the Support Coordinator's Notation). Return the **Service Agreement** to the **Support Coordinator** for completion of the Support Coordinator's notation.

Office of the Public Advocate
Specialist Disability Accommodation Service Agreement

Support Coordinator's Notation

Note: This page is for the Support Coordinator only

If you identified any errors or issues with the details in the SDA Schedules, please note them in the 'Support Coordinator's Comments' field below and return to the provider to address. Otherwise, if there are no errors or issues, please complete the 'Support Coordinator's Confirmation' below, sign and provide to the Guardian.

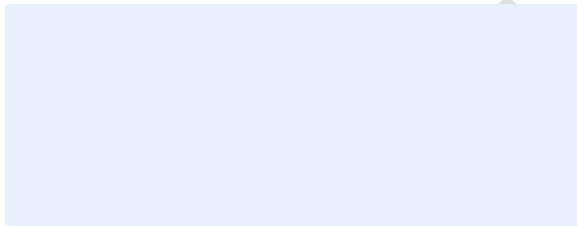
Support Coordinator's Comments (optional)

SDA property is suitable (design category and build) and aligns with participant goals and budgets.

Support Coordinator's Confirmation

Service agreement is ready for the guardian to sign.

Signature



Name of Support Coordinator signing

Charlie Brown

Date

03 / 04 / 25 (eg date/month/yyyy)

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Appendix 1: Schedule of Supports

This is a guide and subject to the other provisions of this Service Agreement, which other provisions must be complied with.

Support as identified in NDIS plan ¹ (include Support Category and Item name)	Support Description for enrolled dwelling.	Maximum Price	Funding Period
SDA – bricks and mortar component of home.	Design category is Robust, building type is Villa/Duplex/Townhouse, location is Western Australia- Outback	\$97,301	3 Monthly FP Plan Managed

¹ Only SDA supports to be included in this **Service Agreement**. Non SDA supports should be included in a separate Miscellaneous Services Service Agreement.