NSW Boarding Houses

New laws and rules  2013

Book 1
About the new law and rules.
The New South Wales Government made this book.

The New South Wales Council for Intellectual Disability

and

some people who live in Boarding Houses helped make the book.

2014 The book was made in 2014.
If you need help to read this book, you can ask

- a worker
- an advocate
- someone else you trust.
About this folder

This folder of information is for people who

- live in a Boarding House

and

- have extra needs.

This information is based on a new NSW law.

The law is the Boarding Houses Act 2012 and
the Boarding Houses Regulation 2013.

Your Boarding House must follow this law.

Laws are like rules.

You have rights when you live
in a Boarding House.
There are 4 books in this folder.

Book 1
The new law.

Book 2
About a Boarding House.

Book 3
Living in a Boarding House.

Book 4
Your Rights.
What is in Book 1?

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1. People and services in a Boarding House

There are lots of different types of Boarding Houses.

You live in a Boarding House with a special licence.

Your Boarding House can have people with extra needs.

There are a lot of different people and services to help you. This list is many of them.
ADHC

This is part of the NSW Government.

It is called Ageing, Disability and Home Care.

In this book we will write **ADHC** to mean Ageing, Disability and Home Care.

ADHC is in charge of NSW Boarding Houses for people who have extra needs.

Some of your workers are from ADHC.

**ADHC** is part of Family and Community Services.

In this book we will write **FACS** to mean Family and Community Services.

Sometimes people say **ADHC** or they say **FACS**.

It means the same thing.
Advocate
Someone who helps you stand up for your Rights.

People with Disability Australia are advocates for people in Boarding Houses. Sometimes they are called PWD

My advocate is_____________________________________

I can phone my advocate_________________________________
ALI

This means Active Linking Initiative. Your ALI worker helps you get out and about.

My ALI worker is__________________________

I can phone my ALI worker _______________________________________

Boarding House

This is where you live. It used to be called a Licensed Residential Centre.

A Boarding House for people with extra needs has 2 or more people paying money to live there.
Boarding House Manager

This person is in charge of the Boarding House. You may sometimes call them the **person in charge**. The Boarding House Manager must know many rules about how to run the Boarding House. The Boarding House Manager must check all the rules are followed. The Boarding House Manager can get in trouble if they do not follow the rules.

In this book we will write **Manager** to mean the Boarding House Manager.

The Manager at my Boarding House is ___________________________________________
Boarding House workers

These are workers who come to the house to help you. They work for the Manager.

They might help with things like

- taking you to the doctors
- cooking
- cleaning.

In this book we will write worker to mean a Boarding House worker.

My workers are _____________________________

_______________________________________

_______________________________________

_______________________________________
Case worker

A person to check you get the services and help you need. This person is from ADHC.

My case worker is

_______________________________________

I can phone my case worker

_______________________________________

FACS Compliance Officer

This visitor checks the Boarding House is following all the rules.
Guardian

A person to help you make choices.
A person to help you make decisions.

My guardian is ________________________________

I can phone my guardian ______________________

Home Care workers

Workers who help you.
This person can help with personal care like,
getting out of bed or showering.

My Home Care workers are ______________________

____________________________________________
Official Community Visitor or OCV

This visitor is from the Ombudsman Office.
This person visits many Boarding Houses.
The person checks your Boarding House follows the rules.

In this book we will write OCV.
National Disability Insurance Agency or NDIA

Some people call it the

National Disability Insurance Scheme or NDIS.

For a little while it was called DisabilityCare.

In this book we will write NDIA.

It is a new way for some people with disability to get help. You may get different services or help.

The NDIA information line is 1800 800 110.

The NDIA started in July 2013.

Only some places have the NDIA now.

Later more places will have the NDIA.
My NDIA case worker is


My NDIA phone number is


You will talk about your NDIA plan in


But


You can talk about your NDIA plan with your case worker anytime.
Support services

These are different services that can help you. It can be

- Home Care
- ALI program
  and
- community health services.

There are many more support services also. Like

- Tenants Advice and Advocacy Service
  and
- Legal Aid NSW.

My support services are

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________
More notes about my Boarding House

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

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_____________________________________________________________________
2. Boarding House rules

Boarding Houses have rules.

The Manager and all the workers must follow the rules.

The Manager and workers are there to help you.

The rules help you

- be safe
- be comfortable.

The rules are called


You can get a long copy of the rules from

- your Boarding House
  or
- ADHC. Phone: 9377 6000.
2. What if my needs change?

Some people will always be OK in a Boarding House

but

sometimes things change in your life.

This can mean you have to think about

- How much more help do I need?
- Can I still live in the Boarding House?
- Can I move to a different home?
You may

- need extra help to look after yourself

or

- get very ill. You went to hospital

or

- your mental illness may get worse

or

- be getting older.
A Health worker may ask you some questions. The questions are called a screening tool.

Remember

You do the screening tool because you need more help or you have been very sick.

The screening tool will help you decide what to do.
Who can ask for the screening tool?

You

or

someone who knows you well, like

- your case worker
- ALI worker
- doctor
- the Manager
- your family or friends.
When else do I have the screening tool?

You will do the screening tool when you

- are new to a Boarding House
- were away from the Boarding House for more than 6 months.
You might also need a screening tool if you

- were in hospital
- were in a mental health hospital
- were in an old peoples home.
Who does the screening tool?

A Health worker from the NSW government does the screening tool. The Health worker will ask you

- about your health **now**
- changes in your health
- your mental health
- what you do now
- things that are **hard** to do now.

Some of the questions can be

- Can you walk around ok?
- Can you get dressed by yourself?
- Do you need help to eat or drink?
- Can you wash yourself?
- Has your behaviour changed a lot?
- Are you a danger to yourself or other people?
All the information helps you decide

Do I stay in the Boarding House?

or

Do I stay in the Boarding House, but with more help?

or

Do I move to a new place to get more help?

This is OK.
You may not be able to stay in the Boarding House.

You will get help to find the best place for you.
4. What does this word mean?

Confidential
This means no one else knows the information.
Sometimes people also use the word private.
It means the same thing.

Emergency
There is a problem. You may be not safe.
You need help now.

Financial management order or FMO
Some people need help to look after their money.
You can get an FMO from the NSW Guardianship Tribunal. They will help you plan and use your own money.
Fire drill
A way to practice to leave a building quickly, like in a fire. When there is an emergency you will know what to do.

First Aid
Bandaids and pain killers when someone is a bit hurt, like they cut their finger.
The Boarding House must have a First Aid kit.

Guardianship Tribunal
This is a legal part of the Government. It helps people make decisions when they can not make decisions for themselves.
The tribunal is run by the NSW Civil and Administrative Tribunal.
**Medicine**

Drugs or creams your doctor tells you to take.

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**Receipt**

A special piece of paper with the

- date on it
- how much money you gave the worker
- why you gave the money. Like for your Boarding House fees.

You and the worker must each have a copy of the receipt.

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**Resuscitate**

To re-start your breathing after your heart stops.
Side Effects

Sometimes a medicine can have a bad effect on you. Like, make you fall over or feel more sick.

This is called a side effect.

You must tell your doctor.

The doctor will change your medicine.
Images in this book

Most of the pictures in this book are from Photosymbols  www.photosymbols.com

Mayer–Johnson said we can use their PCS pictures www.mayerjohnson.com

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NSW CID wrote this book.
www.nswcid.org.au

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