## **Service Exit Policy**



Everyone has the right to fair and equal access to services







Interaction will follow the rules if they need to stop providing services to you







Interaction will let you know if the service is only for a limited time







You have the right to refuse or stop services at any time









You have the right to ask for more services without feeling worried







Approved by:

Page 1 of 5

Interaction Disability Services Ltd Policy Approved: August 2017

Review Date: August 2020

Interaction may talk to you about stopping services if you no longer fit the program criteria or there is a better option for you









Interaction may stop services if they don't receive enough funding









Staff must tell you how can access and exit Interaction's services







Staff will let you know how to remain with Interaction







Staff will respect your right to stop services







Review Date: August 2020

Approved by:

Page 2 of 5

Interaction Disability Services Ltd Policy Approved: August 2017

If you don't want to work with Interaction anymore you need to give us 1 months notice







Staff will make sure if you stop services it isn't because you are upset with Interaction









If the court says you have to work with Interaction and you don't want to, we will make sure it isn't because you are upset with Interaction











Staff will help you find other services that may help you better than Interaction can







Approved by:

Page 3 of 5

Interaction Disability Services Ltd Policy Approved: August 2017

If you are at risk of being exited because you don't want to work with Interaction, we would like you to help us understand why



## Staff will encourage you to have an advocate





If you are exited from a service, Interaction will give 4 weeks notice









Interaction will claim all owed funding from the NDIS before exiting you



If you are exited from a service, staff will:

Let you know why



Approved by:			

Page 4 of 5

Interaction Disability Services Ltd Policy Approved: August 2017

Give other options to help you



Let you know how Interaction might help you in the future







If you are transferring to another service, it is OK to ask staff to have a chat with them about how best to help you











Approved by: