

Moving to a new home checklist – everything but the kitchen sink!

This checklist is written from the perspective of a person with a disability who is wanting to move to a new home.

We know moving is a big task. There are many things to do, and many people may be involved in assisting a person with disability to move to a new home.

If you're planning a move – or just starting to think about what you want and need in your next home – [these videos and guides can be really useful](#).

This form might be completed by the person with disability and/or a trusted person such as a family member or support coordinator.

6-12 months before moving	Who can help?	Due Date	Status	Tick/NA
Engage a support coordinator with experience in helping people reach their housing goals & offering innovative housing and support solutions.				
Gather family and friends/circle of support to help you think, plan, and take action before your move. Meet regularly. For more info on circles of support, visit www.cosam.org.au				
Work out and write down your housing goals, preferences and vision for your future living situation.				
Think about who you want to live with, or if you want to live alone. If you want to share your home, what sort of person do you want to share with? This video and the info on this page can help.				

Begin exploring housing options – [mainstream housing](#), [social housing](#), [Specialist Disability Accommodation \(SDA\)](#) & other forms of supported accommodation.

[Apply for social housing](#) if needed. Seek priority if it is right for you.

At your NDIS plan review, discuss housing goals and/or complete an [NDIS Home and Living Request form](#). This shows your intention to move into a new home. Seek funding to explore housing and support to move.

Begin a moving diary to keep track of things and who does what.

Write a daily care plan for all the support you need – things like personal care regimes, monitoring and prevention of secondary conditions, toilet regimes, PEG (enteral nourishment) – [you can use the table on page 4 of this guide](#)

Learn about and visit local community groups/activities in the area you plan to move to.

Get an occupational therapist (OT) to help with assessments for: [SDA](#), [home modifications](#), [assistive technology \(AT\)](#), supports needed.

Explore and design a support model & discuss options with support providers – [Supported Independent Living \(SIL\)](#), Individualised Living Options (ILO), daily living and [shared management](#) approaches.

Work with a speech pathologist to update your mealtime management plan and communication strategies if needed.

If needed, work with a Behaviour Support Plan (BSP) practitioner about support to move to a new home and the PBS plan required in the new home.				
Work other allied health professionals as needed.				
If needed, talk with lawyers about money in Trust.				
If you have them, work with Trustee and Guardian regarding finances and your move.				
Make a list of AT and equipment with OT and identify new AT required – this guide may help .				
List the household items that need to be bought before the move - resource: Your first apartment checklist - everything you need to buy .				
<i>Add more items</i>				

3-6 months before moving	Who can help?	Due Date	Status	Tick/ NA
Gather evidence from OT for SDA . Submit housing plan and complete NDIS Home and Living Supporting Evidence form requesting SDA .				
Gather evidence from OT for home modifications to mainstream housing . Submit NDIS home and Living Supporting Evidence form requesting Home mods to new home. Quotes from a builder might also be required.				
Apply for Centrelink rent assistance , if needed.				

Investigate possible discounts on electricity .				
Formalise support model design and establish agreements with your preferred support provider.				
Review the Behaviour Support Plan (BSP) for your new home.				
Identify risks and plan mitigation				
Buy AT with NDIS allocated funds.				
Try new hobbies and activities to do at home and in the community.				
Create training videos for your new support team.				
Meet regularly with your circle of support and support team. Work out what jobs family, friends and other team members will do for you.				
Visit your new home and get to know the neighbourhood. Where do people spend their time and what do they do?				
<i>Add more items</i>				

1-3 months before moving	Who can help?	Due Date	Status	Tick/NA
SDA approval from NDIS - ensure design category, building type, co-residents and location align with your needs and preferences. If the NDIS hasn't given you the funding you need, you can ask them to review their decision .				

Get involved in choosing co-residents. Make sure you are part of any 'getting-to-know-you' meetings and activities.				
Make your home modifications are approved and underway.				
Finalise health care plans.				
Start buying the furniture you need in your new home – talk with Trustee and Guardian re finances. Tip: Shop for second hand furniture or donations.				
Book removal van or appropriate moving service.				
Recruit and choose new support workers – advertise, interview, check references, conduct worker screening – this video and guidebook can help.				
Arrange allied health, nurse, PBS practitioner to provide training to your new support workers.				
Train support workers using training videos and support workers outlined above.				
Identify and link with local services e.g. pharmacist (chemist), doctor (GP), bank, optometrist, supermarket and cafe.				
Buy household items (linen, crockery, cutlery).				
Arrange additional support for your move/transition.				
Arrange transport e.g. apply for half price taxi card, disabled parking permit, identify suitable local taxi drivers or maxi taxi drivers, obtain information about local public transport.				

Practice getting around in your new neighbourhood using the transport options you will use after you move in – train, tram, bus, taxi, uber.				
<i>Add more items</i>				

1 month to moving day	Who can help?	Due Date	Status	Tick/ NA
If you can, go to your new home as often as possible. Take smaller things over to start setting up your home.				
Meet regularly with co-residents.				
Plan a house warming party.				
Introduce yourself to new neighbours.				
Organise utility connections – water, gas, electricity, internet.				
Apply for Centrelink rent assistance .				
Start sorting and packing.				
Make sure extra support is available.				
Call on your circle of support for help and emotional support.				
Arrange for cleaners.				
Learn how you will get in and out of your home – get keys cut, learn the access code, get a pass card or fob, buy a lock box.				
Buy groceries for your new home.				

Arrange prescriptions/medications and instructions for administration and Webster-pak for the first week, if needed.				
Make a list of all future appointments and relevant contact details (e.g. specialists).				
Use cognitive aids e.g. whiteboard, reminder and note apps.				
Organise/buy supply of consumables, such as continence aids.				
Have backup/contingency plans for gaps in support.				
Arrange a schedule for moving day.				
Set up AT and security systems, e.g. vital call.				
Give your new contact details to all relevant bodies (e.g. electrical roll, Medicare, Centrelink, companion card, your bank, utility providers.)				
If needed, make sure copies of guardianship and administration orders have been provided to the support provider.				
Arrange removal and delivery of furniture/appliances/equipment.				
<i>Add more items</i>				

After the move	Who can help?	Due Date	Status	Tick/ NA
Continue to work with your support coordinator.				
Meet regularly with your circle of support.				
Send your new contact details to friends and family.				
Look for ways to get to know your neighbours, e.g. throw a house warming.				
Find out your new bin collection day.				
Connect with the local community.				
Reflect on how support is working and adopt as needed.				
<i>Add more items</i>				

Adapted from [Housing Toolkit: A resource for planning housing and support](#) Winkler, D., Sloan, S., Seabrook, A., Anderson, J., and Callaway, L. (2013) The Housing Toolkit: A resource for planning housing and support. Melbourne: Summer Foundation Ltd

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