



# Neurodevelopmental Disability Assessment Services

## Eligibility and Diagnostic Assessment Appeals Process

(for intellectual disability and autism spectrum disorder)

If you are not satisfied with the assessment decision made by Neurodevelopmental Disability Assessment Services (NDAS), on behalf of the Department of Communities, you can contact us by email at [assessment@communities.wa.gov.au](mailto:assessment@communities.wa.gov.au), telephone (08) 6414 1444 or fax (08) 6155 9371.

Discussion about the assessment decision can be arranged with our clinical team.

If you want to appeal the assessment decision, you should complete and submit the form included in this leaflet – Application to appeal an eligibility or diagnostic assessment decision.

An appeal can be made if:

- an appropriate assessment process was not followed;
- the diagnostic outcome resulted from an error of judgment;
- new evidence/information is now available. Please provide this new information with your application.

All appeals that meet the above requirements will be reviewed. Please allow at least 21 working days for a response. You will be advised in writing of the decision.

If you need support completing this form, you can contact the NDAS using the contact details shown above.

If you are not happy with the outcome of the appeal, you can contact the Health and Disabilities Service Complaints Office (HaDSCO) for an external review.

### Health and Disabilities Service Complaints Office

PO Box B61, PERTH WA 6838

Email: [mail@hadsco.wa.gov.au](mailto:mail@hadsco.wa.gov.au)

Telephone: (08) 5665 7600

1800 813 583 (free from landlines)

Monday to Friday, 8:30am to 4:30pm

### Application to appeal an eligibility or diagnostic assessment decision

Name of person who was assessed:

Your name, address, contact details and relationship to the person assessed:

Please indicate which of the following appeal criteria you will be pursuing.

- An appropriate assessment process was not followed.
- The diagnostic outcome resulted from an error of judgement.
- New evidence/information is now available. Please provide this new information with your application.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Email to: [assessment@communities.wa.gov.au](mailto:assessment@communities.wa.gov.au)

Post to: Neurodevelopmental Disability Assessment Services  
Department of Communities,  
Locked Bag 5000, Fremantle WA 6959

### Neurodevelopmental Disability Assessment Services

Department of Communities

5 Newman Court, Fremantle WA 6160

Locked Bag 5000, Fremantle WA 6959

Telephone: (08) 6414 1444 Facsimile: (08) 6155 9371

Email: [assessment@communities.wa.gov.au](mailto:assessment@communities.wa.gov.au)

Website: [www.communities.wa.gov.au/ndas](http://www.communities.wa.gov.au/ndas)