NDIS Worker Screening Check assessment process (simplified)

# Automatic clearance

Where there is no criminal history or relevant information of concern, a clearance will be granted automatically.

Once a clearance is granted, ongoing monitoring will be undertaken. A possible reassessment of a worker’s suitability to hold a clearance may be conducted where adverse information is received.

# Automatic exclusion

If the applicant is a disqualified person (see ‘Glossary of Terms’ and ‘Classification of Offences’ factsheets on the [NDIS Check resources webpage](https://www.wa.gov.au/government/document-collections/ndis-check-resources) [www.ndiswsu.wa.gov.au > NDIS Check resources] for more information), they are issued an exclusion automatically.

# Risk assessment

If an application requires a risk assessment, this means that the applicant is a presumptively disqualified person or there is no presumption (see ‘Glossary of Terms’ and ‘Classification of Offences’ factsheets on the [NDIS Check resources webpage](https://www.wa.gov.au/government/document-collections/ndis-check-resources) [www.ndiswsu.wa.gov.au > NDIS Check resources] for more information).

A risk assessment can result in either being granted a clearance or issued an exclusion but may involve differing process actions to achieve the outcome.

## Situation one:

1. Risk assessment of applicant is undertaken
2. Assessment deems the applicant does not pose an unacceptable risk of harm to people with disability
3. Clearance is granted.

## Situation two:

1. Risk assessment of applicant is undertaken
2. Assessment deems the applicant may pose an unacceptable risk of harm to people with disability
3. Proposal to exclude and invitation to make a submission is issued to the applicant
4. Possible interim bar issued (please note, an interim bar can be issued before a risk assessment commences)
5. Applicant provided an opportunity to provide written submission
6. All information received and considered determines the final decision results in a clearance being granted.

## Situation three:

1. Risk assessment of applicant is undertaken
2. Assessment deems the applicant may pose an unacceptable risk of harm to people with disability
3. Proposal to exclude and invitation to make a submission is issued to the applicant
4. Possible interim bar issued (please note, an interim bar can be issued before a risk assessment commences)
5. Applicant provided an opportunity to provide written submission
6. All information received and considered determines the final decision results in an exclusion being issued.