

# A Notice of temporary relocation from your SDA provider

An Easy Read guide for you



## How to use this guide



Consumer Affairs Victoria (CAV) wrote this guide. When you see the word 'we', it means CAV.



We have written this guide in an easy to read way.

We use pictures to explain some ideas.



We have written some words in **bold**.

We explain what these words mean.

There is a list of these words on page 16.



This Easy Read guide is a summary of a notice.



You can find the notice on our website at [www.consumer.vic.gov.au/sda](http://www.consumer.vic.gov.au/sda)



You can ask for help to read this guide.

A friend, family member or support person may be able to help you.

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## What is specialist disability accommodation?



### **Specialist disability accommodation (SDA)**

is accessible housing for people with disability.



SDA is part of the National Disability Insurance Scheme (NDIS).



When you live in SDA, we call you an SDA resident.



The housing is provided by an SDA provider.



It doesn't include the supports you need to live in your SDA.



You can get the supports you need to live in your SDA from a **Supported Independent Living (SIL) provider.**



Your SIL provider will support you with daily tasks to help you live independently.



It's important that your SDA provider and your SIL provider work together.

## What is this guide about?



This guide is about a notice from your SDA provider.



The notice is called a **Notice of temporary relocation**.



The notice is about moving out of your SDA for a short time.



**Temporary** means for a short time.



**Relocation** means you need to leave your SDA and stay somewhere else.



You're getting the notice because your SDA provider needs you to:

- leave your SDA
- stay somewhere else for a short time.



Your SDA provider can't ask you to leave your SDA for more than 90 days.



You need to read the notice carefully.

The notice talks about:



- the reason you are getting the notice



- what you need to do



- when you will need to leave your SDA



- when you can go back to your SDA



- where you will stay for that time.



## Why are you getting the notice?



There are lots of reasons why an SDA provider might give an SDA resident this notice.



We have a law in Victoria that talks about the reasons an SDA provider can give when they tell you that you must:

- leave your SDA
- stay somewhere else for a short time.



The law that applies is the *Residential Tenancies Act 1997*.



This law protects the rights of:

- people living in SDA
- SDA providers.

## Reasons your SDA provider can use



On the following pages, we explain your SDA provider's reasons for telling you to:

- leave your SDA
- stay somewhere else for a short time.



Each reason has a number.

This number is about the part of the law the reason comes from.



When your SDA provider fills out the notice, they need to write the:

- number
- reason.



498ZV (1) (a) – you have put other SDA residents or staff at the SDA in danger.



498ZV (1) (b) – you have caused too much **disruption** to the other residents.



A disruption is something that stops you from doing normal things.



498ZV (1) (c) – you are causing danger to yourself and you aren't safe in the SDA.



498ZV (1) (ca) – your SDA can't give you the support you really need anymore.



498ZV (1) (d) – you aren't safe, or your health and wellbeing are at risk.



498ZV (1) (e) – you have caused serious damage to the SDA.



498ZV (1) (f) – you did something in the SDA that is against the law.



If your SDA provider gives you 1 of these reasons, your SIL provider might need to look at how well your support plan is working.



498ZV (1) (g) – your SDA won't be used for SDA anymore.



498ZV (1) (h) – your SDA can't be used for SDA anymore.



498ZV (1) (i) – your SDA provider wants to fix something or make changes to your SDA.



Your SDA provider can only give you this reason if:

- the work needs to be done in your room or an area you need to use
- there is no other room in the SDA you could use instead.

## Sending the notice



Your SDA provider can give you the notice:

- in person
- in the mail
- by email.



Your SDA provider must explain the notice to you in a way that you can understand.



Your SDA provider can only send you the notice by email if you have said it is ok in your agreement.

If they need to, your SDA provider will also give the notice to:



- a member of your family



- your carer or support person



- your **guardian** or **administrator** – someone who makes decisions for you



- an **advocate** – someone who speaks up for people with disability who can't speak up for themselves.

## Word list



### **Advocate**

Someone who speaks up for people with disability who can't speak up for themselves.



### **Disruption**

A disruption is something that stops you from doing normal things.



### **Guardian or administrator**

Your guardian or administrator is someone who makes decisions for you.



### **Notice of temporary relocation**

This notice is about moving out of your SDA for a short time.





### **Relocation**

Relocation means you need to move out of your SDA and stay somewhere else.



### **Specialist disability accommodation (SDA)**

Specialist disability accommodation (SDA) is accessible housing for people with disability.



### **Supported Independent Living provider**

People who support you with daily tasks to help you live independently.



### **Temporary**

Temporary means for a short time.

## Contact us



**1300 55 81 81**

The cost is the same as a local call.

If you speak a language other than English, please contact TIS – Translating and Interpreting Service.



**131 450**

Ask to talk to an Information Officer at Consumer Affairs Victoria on

**1300 55 81 81**

TTY

If you use textphone or modem, call the National Relay Service.



**133 677**

Give them our number – **1300 55 81 81**



If you use Speech to Speech Relay call

**1300 555 727**

Give them our number – **1300 55 81 81**



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