Smart Plan Services — Support Coordinator Referral Pack

About Smart Plan Services

Smart Plan Services is a registered NDIS Plan Management provider (Provider #4053563952, ABN 84 607 895 072) based on the Gold Coast, Queensland, servicing participants Australia-wide.

How to refer a participant

1. Confirm participant consent to share information.
2. Complete the Refer a Participant form at smartplanservices.com.au/support-coordinators or email hello@smartplanservices.com.au.
3. We contact the participant within one business day to walk them through onboarding.

What we provide

- Real-time budget visibility for Support Coordinators (with consent)
- Invoices processed within 3–5 business days
- Plain-English monthly reports
- Dedicated Support Coordinator phone line and email

Included documents

This pack pairs with our Consent to Share form, Service Agreement and Provider Invoice Guide, all available on our website.

Contact

Support Coordinators line: hello@smartplanservices.com.au
Invoices: invoice@smartplanservices.com.au
Participant support: support@smartplanservices.com.au