



How to Endorse your PACE Plan

If you have a new plan that was created in PACE, you need to endorse (link) P2P as your plan manager before we can start claiming your invoices. To do this, there are two options:

1. Call the NDIA on 1800 800 110
2. Email the NDIA at enquiries@ndis.gov.au

Below is an example of what to say on the phone. Or you can copy this text, fill in the underlined sections and send this to the NDIA by email.

Hello, my name is <your name>.

I would like to endorse my plan manager for <myself/participant name> and the NDIS number is <participant NDIS number>.

My chosen plan manager is Parent to Parent Qld (Registration number 4050006202) Their contact details are: 1800777723 or ndisfinance@p2pqld.org.au and I consent to sharing my information with them.

I want to endorse Parent to Parent from the start of my plan on <plan start date>.

Could you please confirm that this has been completed and my plan manager will be able to begin services straight away?

Thank you <your name>.