

Accommodation function

This is the Easy English version of the Public Guardian's Accommodation Function Guideline.



It uses easy words and pictures to help explain things.

There are some hard words in this document. Hard words are in **bold**. When we use a hard word we will explain what it means.

For the Public Guardian's full Accommodation Function Guideline on the (25 pages) go to our website www.publicguardian.lawlink.nsw.gov.au



This document,

- ◆ is for people under guardianship
- ◆ tells you about the accommodation function
- ◆ you can read it on your own, or
- ◆ get someone to help you read it



The **Guardianship Division of the NSW Civil and Administrative Tribunal (NCAT)** has given the Public Guardian the legal power to make certain decisions for you. The Guardianship Division of NCAT is like a court.

The Tribunal has given the Public Guardian the power to make access decisions for you. This is called an **accommodation function**.



What does accommodation function mean?

Accommodation is where you live or stay.

Function means what kind of decisions your guardian can make for you.

So if your guardian has an **accommodation function** that means your guardian gets to decide where you live.



Your guardian decides if you live;

- ◆ in your own house
- ◆ in a nursing home
- ◆ in a boarding house
- ◆ in a group home
- ◆ anywhere else

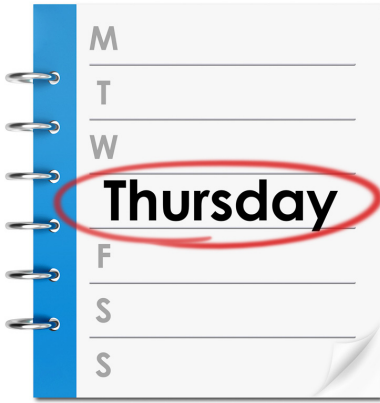


Your guardian also decides if you can,

- ◆ go on overnight trips
- ◆ go on holiday, or



- ◆ go into **respite**. This means staying somewhere else for a short while so you or your carer can have a break.



Your guardian can decide if you stay somewhere for,

◆ one night



◆ lots of nights, or



◆ for ever



How does your guardian decide where you will live?

Your guardian will talk to you about where you would like to live.



Your guardian will also talk to other people in your life like,

- ◆ your family
- ◆ your friends
- ◆ your carer



- ◆ other people that help you like health workers or home care workers

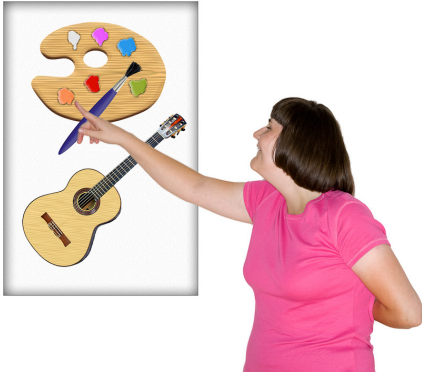


Your guardian will think very carefully about what you need. This will include things like,

- ◆ your health
- ◆ help you need to look after yourself



- ◆ people that are important to you



- ◆ things you like to do
- ◆ what you need to have a good life

Sometimes you won't be able to live where you want to. This might be because where you want to live,



- ◆ is not safe
- ◆ there is no room for you
- ◆ you can not afford it



Sometimes you might not be able to get the support or help you need where you want to live.



Your guardian will always try to make the decision you want if they can.

The main thing they have to think about is what is best for YOU.

But they also need to make sure you are safe and well-cared for too.



Your guardian will only decide to move you, or leave you where you are, if it is in your **best interests**.

This means keeping you safe and making a decision that is best for YOU.



What if you don't want to go?

Your guardian will talk to you and explain why it is best for you if you live where your guardian has decided.



Sometimes people might say they don't want to move but when they get to their new place they change their mind and decide to stay.



If you say that you will not move your guardian can get a special power called a '**coercive accommodation function**' from the Guardianship Tribunal.



This might mean asking,

◆ friends or family to help try and change your mind



◆ other workers or services in your life to help try and change your mind



If you still say no your guardian may ask the police or ambulance service to help move you.

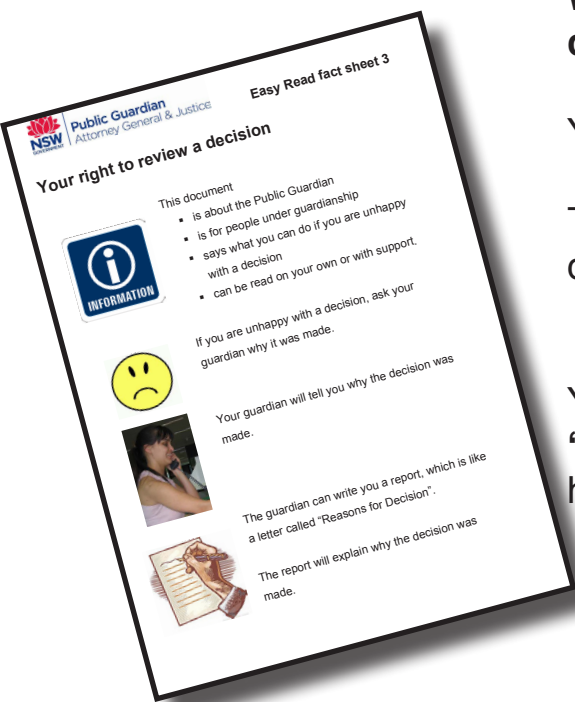
No-one wants to force you to move. This will only happen if there is no other way to keep you safe.

What if you disagree with what your guardian decides?

You can ask for a **Review of Decision**.

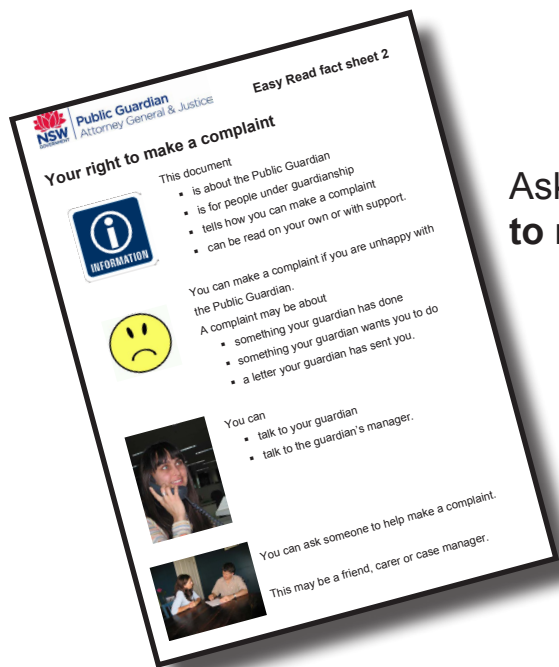
This means that the office will look at your guardian's decision to make sure it is the right decision.

You can ask to see our Easy Read fact sheet called **'Your right to review a decision'** for more info about how to do this.



You can also make a complaint if you think your guardian hasn't treated you right.

Ask for a copy of our Easy Read fact sheet **'Your right to make a complaint'**.





More Information?

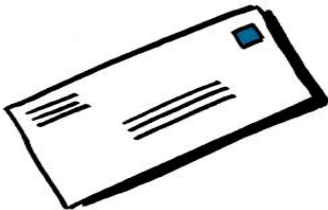
If you need more information you can,



- ◆ call the Public Guardian Information and Support branch on **8688 6070**. If you live outside Sydney call **1800 451 510** and the call will be free



- ◆ fax us on **8688 9797**



- ◆ write to us at **Locked Bag 5116 Parramatta 2124**



- ◆ visit our website at **www.publicguardian.lawlink.nsw.gov.au**