

NDIS Module 2A evidence checklist

Suggested evidence for the eight implementation outcomes. Tick what you can retrieve and review **today**. This is a practical aid, not an official audit instrument or prescribed record format.

Scope: Module 2A covers implementing providers. Section 46 of the Quality Indicators Guidelines excludes specialist behaviour support providers; Module 2 covers specialist behaviour support. Confirm the applicable registration/audit scope for mixed services.

1	Behaviour support in the NDIS	OWNER
	Knowledge of the NDIS and state and territory legislative frameworks, evidence-informed practice, and a demonstrated commitment to reducing restrictive practices.	_____
	☐ Policy library, current and dated ☐ Relevant worker training and evidence policies are applied ☐ Procedures that show restrictive practice reduction in use	LAST CHECKED _____ _____
2	Regulated restrictive practices	OWNER
	Knowledge of the Restrictive Practices and Behaviour Support Rules 2018 and of your state's authorisation process; authorisation obtained and evidence submitted where required; practices used only in accordance with a behaviour support plan.	_____
	☐ Register entry per practice, per participant ☐ Applicable authorisation evidence, conditions and review/expiry date ☐ The behaviour support plan each practice sits inside	LAST CHECKED _____ _____
3	Supporting the assessment and development of behaviour support plans	OWNER
	Collaboration with the specialist provider, clear identification of who is responsible for implementing and reviewing, and workers with the skills to inform plan development.	_____
	☐ The plan and clear implementation/review responsibilities ☐ Record of collaboration with the specialist provider	LAST CHECKED _____ _____
4	Behaviour support plan implementation	OWNER
	Policies maintained, active work with the specialist provider, and workers supported to keep the skills to implement strategies consistent with the positive behaviour support capability framework.	_____
	☐ Evidence of relevant worker implementation skills ☐ Training records ☐ Performance management showing strategies are implemented appropriately	LAST CHECKED _____ _____
5	Monitoring and reporting the use of regulated restrictive practices	OWNER
	Compliance with monthly online reporting to the Commission, data monitored to identify improvement actions, and that data fed back to workers and to the specialist provider.	_____
	☐ Each monthly report submitted to the Commission ☐ Notes showing the data was reviewed and what you changed ☐ Evidence it was fed back to workers and the specialist provider	LAST CHECKED _____ _____

6	Behaviour support plan review	OWNER
Implementation monitored through formal and informal means (participant feedback, team meetings, data, record keeping, supervision) and identification of circumstances needing more frequent review. ☐ Relevant feedback, team discussions, data or supervision records ☐ Review dates and outcomes per plan ☐ Where more frequent review applies, who decided and why		LAST CHECKED
7	Reportable incidents involving the use of a restrictive practice	OWNER
Emergency or unauthorised use of a restrictive practice is notified to the Commissioner under the Incident Management and Reportable Incidents Rules 2018; workers debrief; the debrief is documented; supports are adjusted after review. ☐ The incident record and the notification ☐ The documented debrief ☐ What changed afterwards		LAST CHECKED
8	Interim behaviour support plans	OWNER
Collaboration with mainstream services, work with the specialist provider to support development of the interim plan, and workers trained to implement it. ☐ Applicable role-specific trigger and plan development date ☐ Separate lodgement receipt and implementation follow-up ☐ Training for the workers who implement it		LAST CHECKED

Keep two things apart. Outcome 5 is the *monthly* online report to the Commission. Outcome 7 is the *reportable incident*: incident notification must not wait for or be replaced by the monthly return. Follow both applicable obligations; one does not replace the other.

Sources. [Quality Indicators Guidelines, Part 5 \(1 July 2026\)](#); [Commission implementation standards](#). Check the current official requirements for your role and scope. This checklist is not legal advice.

Last reviewed 20 October 2026 against the Commission's published material. Walk-through of each outcome: ndpro.com.au/guides/ndis-module-2a-evidence-checklist

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