

# How do I get involved?

## ↘ Intake Process

Wheelnutz Garage has 3 Intake periods per year. It is only during these dates that we will take enquiries and referrals for both Wheelnutz Garage and Coffeenutz Cafe.

Meet and Greet can be arranged anytime.

Intake Dates	Available SPOTS (half and full days)
Mon 31 March - Fri 4 April 2025	To be published Monday 24 March
Mon 28 August - Fri 1 September 2025	To be published Monday 21 July
Mon 1 December - Fri 5 December 2025.	To be published Monday 24 November

## ↘ What does participation look like?

Wheelnutz Garage operates on Weekdays only, and days vary at Logan and Brendale.

- Choose as many 'SPOTS' you would like to attend from the 'Availability list' above
- You are making a commitment to attend the same SPOT/S every week for the duration of your contract.
- Available SPOTS are either 4 hours long (Half day) or 7 hours long (Full Day)
- Half Day Spot cost \$270.24 (\$67.56 per hour) and Full Day Spot cost \$472.92 (\$67.56 per hour) for NDIS participants wanting to use funding from **CORE and CAPACITY SKILL DEVELOPMENT only**

- Half Day Spots cost \$308 (\$77 per hour) and Full Day Spots cost \$537 (\$77 per hour) for NIISQ, ICARE, WORKCOVER and NDIS participants using CAPACITY Inc Social/Comm participation and SLES



# Documents

Documents we need	Why is this important?
Intake Form	<p>To secure a SPOT you will need to complete the Intake form and email to us at <a href="mailto:admin@wheelnutzgarage.com">admin@wheelnutzgarage.com</a> during Intake Week.</p> <p>Link to Intake Form is at the top of our Website <a href="http://www.WheelnutzGarage.com">www.WheelnutzGarage.com</a></p>
Service Agreement and Schedule of Support	<p>Once you have secured a SPOT, we will send you a Service Agreement and Schedule of Support. This document outlines our responsibilities and the costs you have agreed to.</p>
Consent for Information Sharing	<p>This form will be sent to you asking for your consent for sharing information with your Allied Health practitioners. It is important we can get information from them, to better understand how best to support you and help you achieve your goals.</p>
Dignity of Risk Form	<p>This form will be sent to you explaining we understand that you will learn some great things, but we can't guide, supervise or ensure your safety should you put your new learning into action outside of the garage.</p>



## FAQ's

**What staff ratio is in the Garage?** We staff all our programs 1:1. Given the nature of the activities in the garage, we need to ensure that everyone is appropriately supervised.

**Why do you need information from my Occupational Therapist?** Your Allied Health team have information that can help us to better support you and your goals.

**Do you do transport?** Sometimes. Depending on where you live and staff availability, but we are happy to explore if this is possible.

**What do I need to bring?** Before you start you will need to purchase a pair of steel toed boots. Every time you attend the garage, you will need to bring your boots, socks, water bottle, lunch/snacks and medication (if applicable). On your first day we will provide you a Wheelnutz Shirt you can wear. You can wear this shirt every time you are in the garage and is yours to keep.

**Can I have a tour?** Yes, definitely. We call them 'Meet and Greets' and we require everyone to have completed one before they start. It's important that people are comfortable with the environment and have a chance to ask questions before we commit to the intake process.

**I use a Wheelchair, is the program still suitable for me?** Absolutely, our garages are wheelchair friendly and accessible.

**My son has behaviors of concern, is the program still suitable for him?** Yes. Our staff are highly experienced at managing behaviours, as well as understanding the impact the environment can have on people's behaviour. If you have a Positive Behaviour Support Plan, we will require a copy before they start.

**My daughter has epilepsy and needs to take medication during the day. Is the program still suitable for her?** Yes, our staff are trained in epilepsy management and administering Medication.

**My son's NDIS plan is Agency managed; can he still attend?** Yes, we are a registered NDIS provider.

**How can I be sure my son will be safe?** Wheelnutz Garage has developed a highly comprehensive risk framework, that has been created with the help of Employsure, one of Australia's large WorkPlace Health and Safety Consultants.

**What qualifications do your workers have?** Our workers have a range of qualifications from both industry/trade and Disability/ Community Services. They all take part in regular training provided by DSC (NDIS Educators), have current First Aid/CPR certificates, have Yellow cards and Blue cards, trained in medication management, epilepsy management and a large number with lived disability experience.

**Can I bring my own Support Worker?** No. You're welcome to have your own Support Worker transport you to the program however they will not be able to stay or remain in the garage.



# Awesome! I want to join, now what?

**Step 1.** *Call 07 34160854 and arrange a 'Meet and Greet' (a tour of the garage).*

**Step 2.** *Complete the Intake Form*

**Step 3.** *Wait until the next Intake Week starts, select the SPOTS you want and email your Intake Form to [admin@wheelnutzgarage.com](mailto:admin@wheelnutzgarage.com)*

**Step 4.** *Our office team will get in touch to confirm your SPOTS and send you a Service Agreement and Schedule of Support to sign.*