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STAGE 2 — CHAPTER 1

Choosing your living arrangement • Worksheet 1

Define your preferred living scenario

Use this worksheet to brainstorm the living scenarios that could work for you at this time in your life, keeping in mind the values and priorities that you set out in Stage 1, Chapter 2: **Exploring your 'good life'**.

STEP 1

Think about all the options of who you might live with (people) and what you might live in (type of accommodation) and identify what combinations are possibilities for you.

Write these down in the scenario boxes on page 2 of this worksheet **A**. Use additional paper if necessary.

Examples:

Scenario 1: I could live with my cousins in a shared flat.

Scenario 2: I could live on my own in an apartment and have space for a support person overnight when I need them.

STEP 2

Consider the pros (good things) and cons (bad things) of each combination.

Note these down in the Pros and Cons columns **B C**.

STEP 3

Choose what living arrangement works best for you at this point in time and write this down in the table on page 3 of this worksheet **D**.

Possible scenarios for your new living situation:

C	B	Cons	Pros				
A	Scenario 1	Scenario 2	Scenario 3				

My Preferred Living Arrangement is:

D

Living With:

Living In:

Other Important Factors:

Once you have completed this worksheet, keep it on hand. You will use it when you get to Stage 2, Chapter 10: **Getting ready for action.**

Sometimes working through these stages helps identify things you didn't think of before.

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Define what you need from your physical home

Use this worksheet to brainstorm what a physical home needs for it to be a suitable option for you.

STEP 1

Consider each of the six sections in the table below and list your ideas under the two categories: **must have** (i.e. essential) and **nice to have** (i.e. not essential).

This will make it easier to prioritise your options when it comes to choosing your physical home.

Features – are there any features your physical home should have, such as a garden, or does it need to allow pets?	
<i>Must have</i>	<i>Nice to have</i>
Location – where do you want to live? Are you wanting to stay in your current area or are you open to new locations?	
<i>Must have</i>	<i>Nice to have</i>

table continues on next page...

table continues from previous page...

Community – are there people or places that you need to be connected to? Are local bus routes or community spaces important?

Must have

Nice to have

Accessibility – does a house need specific features to be accessible, or are there particular spaces that need to be considered, e.g. ramps, or bathrooms that can fit two people at a time?

Must have

Nice to have

Sensory factors – do you need to consider any sensory sensitivities or preferences, e.g. traffic noise, sound-proofing between rooms, smells or colours?

Must have

Nice to have

table continues on next page...

table continues from previous page...

Disability/support requirements – are there other considerations that will determine whether a house is suitable for you?

Must have

Nice to have

STEP 2

Consider what your budget will be for living alone versus in a group living situation. Write down how much you can spend for each situation and what costs would need to be included.

Note: If you are unsure about what you can afford at this time, it may be useful to work through the budget worksheets in **Setting up your finance systems** (Stage 3, Chapter 1). Even if you don't have specific cost details for your new living situation, working through a budget exercise can be useful for building a picture for your finances.

Affordability

What is your budget for living alone?	What is your budget for a group living situation?	What costs need to be included, e.g. power, water?

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Outline your preferences for living with others

Use this worksheet to create a flatmate profile for yourself, and outline what you’re looking for in a potential flatmate or boarder.

STEP 1

Thinking about the people you live with now or have lived with previously, write down the things that made those situations work well, and the things that didn’t work well. Use additional paper if necessary.

Thinking about people you live with now or have lived with previously:

What things worked well?

What things didn’t work well?

STEP 2

Brainstorm the qualities that will make someone a suitable match for you to live with.

What qualities make someone a suitable person for you to live with?

STEP 3

Using the prompts below, write a profile for yourself as a flatmate.

Values

What is important to you?

Skills

What are you good at?

table continues on next page...

table continues from previous page...

Weekly/Daily Routines

What is your regular schedule?

Budget

How much can you pay towards rent/food/power etc?

Location

Where do you want to live?

Urgency and Timeline

How soon do you want to move?

Sharing Space

How do you use the space at home?

table continues on next page...

Social Preferences

How much do you want to hang out with your flatmate(s)/boarder(s)?
How do you feel about visitors in your home?

Hygiene Preferences

How clean and tidy do you like things to be?

Shared Support (if relevant)

Will you share paid or natural support?

Once you have completed this worksheet, keep it on hand. You will use it when you get to Stage 2, Chapter 10: **Getting ready for action.**

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STAGE 2 — CHAPTER 3

Finding your flatmate(s) • Worksheet 2

Contributing to the household

Use this worksheet to consider what contributions you will make, and what support you need, to be an effective member of the household.

There are many things that go into the maintenance of a household, so for this exercise it may be helpful to consider the following categories:

- » **Food preparation** – e.g. shopping, cooking
- » **Indoor chores** – e.g. cleaning, dishes, laundry
- » **Outdoor chores** – e.g. gardening, rubbish
- » **Household admin** – e.g. paying bills, household purchases
- » **Daily routines** – e.g. curtains, locking doors, answering the door

STEP 1

Consider the ways you plan to contribute to your household. In the three boxes below, write down:

- » the tasks you can do **without support** **A**
- » the tasks you can do **with support** **B**
- » the tasks you need someone else to do **C**.

Use additional paper if necessary.

A

Tasks I can do to contribute to the household, without support

B

Tasks I can do to contribute to the household, with support

C

Tasks I need someone else to do

STEP 2

For each item you have identified in **B** and **C**, consider whether this support would be best provided by a well-matched flatmate or a paid support. List these under the relevant heading below.

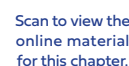
Note: If you are planning for a flatmate to offer some natural support, it is important to keep in mind what is a realistic expectation for freely given help. If you are unsure, refer to Stage 2, Chapter 3: **Finding your flatmate(s)**.

Tasks that could be done by a well-matched flatmate	Support that should be provided by a paid support

Once you have completed this worksheet, keep it on hand. You will use it when you get to Stage 2, Chapter 10: **Getting ready for action**.

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'With me' vs 'For me'

Use this worksheet to outline the different supports you need over the course of a week. Consider which parts of your support are transactional (such as a list of tasks/chores), and which require a level of partnership and/or collaboration.

STEP 1

Start with the support needs you have already outlined in your **'skills/strengths/needs profile'** that you created in Stage 1, Chapter 1: **Gathering your supporters**.

For each of these needs, consider: do you want someone to do this **with** you or **for** you?

Remember:

- » **'With me'** applies to things you do because you enjoy them or because you want or need to grow your skill in that area.
- » **'For me'** applies to tasks you don't want to do at this time, are unable to do, or that you are prepared to pay for someone else to do.

STEP 2

List each support need under the most relevant heading ('With me' or 'For me') in the table below. Use additional paper if necessary.

Consider whether there are any additional support needs that you didn't capture in your 'skills/strengths/needs profile' worksheet. If so, add them in to both the table below and your original worksheet now.

<i>Personal Care (e.g. showering)</i>	
<i>With me</i>	<i>For me</i>
<i>Finance and Life Admin (e.g. bills, making appointments)</i>	
<i>With me</i>	<i>For me</i>

table continues on next page...

Household Tasks (e.g. cleaning, chores, cooking, shopping)	
With me	For me
Out and About (e.g. travel, activities, work)	
With me	For me
Social (e.g. friendships, family, communication)	
With me	For me
Other (e.g. goals, skill building)	
With me	For me

STEP 3

Consider which items it would make sense to group together when planning your supports.

For example, you may decide that your **'with me'** activities for the **'out and about'** and **'social'** categories naturally align with the same type of support person or schedule, whereas your **'for me'** activities for **'personal care'** and **'household tasks'** are things you would prefer to keep separate.

Map out what these groups look like for you in the table below.

Group together the tasks that could be done by one person or service

*(this will be useful when you want to build a roster in Stage 2, Chapter 2: **Getting ready for action**)*

Once you have completed this worksheet, keep it on hand. You will use it when you get to Stage 2, Chapter 10: **Getting ready for action**.

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STAGE 2 — CHAPTER 5

Managing your health and wellbeing • Worksheet 1

Build a plan for your personal supports (health and wellbeing)

Use this worksheet to map out the personal supports you currently use and what you expect you will need in your new living situation.

While personal support looks different for everyone, some common types include:

- » Practical help – hands-on, support with managing your body and/or wellness
- » Prompting, to ensure you stay on top of managing things yourself
- » Someone to recognise when an aspect of your health or wellness has changed
- » To be able to call on extra help when you get sick

To ensure you are covering all bases in this worksheet, it can be helpful to refer to the support needs you already outlined in:

- » your **'skills/strengths/needs profile'** worksheet from Stage 1, Chapter 2: **Exploring your 'good life'**
- » your **'With me' vs 'For me'** worksheet from Stage 2, Chapter 4: **Planning your supports**.

STEP 1

Considering your body, health and wellness;

- » what support do you currently need?
- » how do you get this support?

Outline these details in the corresponding columns of the table on page 2 of this worksheet **A** - **B**, taking into account how often they occur and allocating them to the relevant row. Use additional paper if necessary.

STEP 2

For each item, consider – is this something you want to replicate in your new living situation, or will you be trying something new? **C**

STEP 3

Based on your decision in step 2, write down what needs to be done to make this happen **D**

A What support do I need?	B How do I get this support currently? e.g. from a specific person / a service/technology	C Am I going to replicate this in my new living arrangements, or try something new?	D What do I need to do to make that happen?
Often e.g. daily/weekly			
Occasionally e.g. monthly/annually			
When the unexpected happens e.g. sickness/ sudden change in circumstances			

STEP 4

If you have long-term goals for the personal supports you need, or the method with which you receive that support, note those down in the table below and keep them in mind for future planning.

Long-term goals for personal supports (optional):

Once you have completed this worksheet, keep it on hand. You will use it when you get to Stage 2, Chapter 10: **Getting ready for action.**

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STAGE 2 — CHAPTER 6

Managing risks • Worksheet 1

Prioritising and managing risk

Use this worksheet to identify any risks that might come with a new living situation and prioritise how you will manage those risks.

To ensure you are thinking broadly, remember you can break risks down into categories that reflect the different areas of your life and wellbeing. For example:

- » **Physical risks** – using the oven, locking the doors or travelling independently
- » **Financial risks** – understanding your budget, making good money choices
- » **Emotional risks** – loneliness, anxiety, trusting new people
- » **Social risks** – dynamics with flatmates, strangers coming to the door

STEP 1

In the table on page 2 of this worksheet, write down the things you want or need to do that come with an element of risk **A**. For example, cooking dinner, spending nights alone or travelling independently. Use additional paper if necessary.

STEP 2

For each risk, write down:

- » the best-possible outcome **B**
- » the worst-possible outcome **C**
- » the actions you want to take to manage it **D**

STEP 3

Using a different-coloured pen, highlight the risks that are your biggest priorities (i.e. what would be 'critical' or 'high' on the risk matrix?).

Tip: If there are people in your support team with different opinions about risk, ask the person who sees the greatest risk to write that down under 'worst thing'. Then, the person who sees the least amount of risk, write down the 'best thing'. This can be a valuable tool in understanding different perspectives.

Once you have completed this worksheet, keep it on hand. You will use it when you get to Stage 2, Chapter 10: **Getting ready for action.**

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If completing this task helps you see something is missing from your previous worksheets, go back and update them now.

<div>A</div> <div>What do I want or need to do that comes with an element of risk?</div>	<div>B</div> <div>What is the worst-possible outcome?</div>	<div>C</div> <div>What is the best-possible outcome?</div>	<div>D</div> <div>What action(s) can I take to manage this risk?</div>



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STAGE 2 — CHAPTER 7

Building skills for your transition • Worksheet 1

Conduct a skill review

Use this worksheet to identify the skills you want to focus on before you change your living situation.

STEP 1

Use the table on page 2 of this worksheet to list the tasks or situations where you want to build your skills **A**.

Tip: It may be useful to refer to your **'With me' vs 'For me'** worksheet from Stage 2, Chapter 4: **Planning your supports**. The tasks you wrote down in the 'with me' section of the worksheet will most likely relate to the skills you need for making this move sustainable.

Use additional paper if necessary.

STEP 2

In the second column, write down how this task is currently managed in your existing living situation **B**.

STEP 3

In the third column, list the skills you currently have that relate to this task **C**.

For example, if the task relates to food preparation, there may be kitchen tools or appliances that you are comfortable using, or particular meals you know how to prepare.

STEP 4

In the fourth column, note down:

- the skills that would be necessary to make your new living situation possible (i.e. minimum requirement) **D**
- if relevant, the skills that you want to build in the long-term **E**.

Remember, not every task needs a long-term skill-building goal. In many instances, the 'minimum requirement' will be entirely sustainable providing that works for you. Long-term skill building is only relevant when it applies to something you are trying to build independence towards.

STEP 5

Identify which skill(s) is your highest priority; note this down in the second table along with the steps you need to take to make this happen **F**.

<div>A</div> <div>Tasks/Situations</div> <div>e.g. preparing meals, spending nights alone</div>	<div>B</div> <div>How is this currently done?</div>	<div>C</div> <div>What skills do I currently have for this task/situation?</div>	<div>D</div> <div>What skills do I need to build to make this possible? i.e. minimum requirement</div>	<div>E</div> <div>What skills do I need to make this sustainable? i.e. Long-term skill building</div>	
---	---	--	--	---	--

F

High-priority Skills: (to focus on in the short term)	Steps I need to take for that to happen:

Once you have completed this worksheet, keep it on hand. You will use it when you get to Stage 2, Chapter 10: **Getting ready for action.**





Exploring technology for your independence

Use this worksheet to brainstorm ideas about how technology could be used to support your needs and improve your experience of your new living situation.

STEP 1

Using the technology categories in the table below, write down:
» In what ways do you currently use technology to support your needs? **A**
» What other ways could technology be used to support your needs in your new living situation? **B**
Use additional paper if necessary.

Note: You do not need to use all of the technology categories listed if they are not relevant to your situation. If you are unsure about the ways that technology can be used to support your needs, refer to the examples in **Exploring technology for your independence** (Stage 2, Chapter 8).

	A Ways that you currently use technology to support your needs	B Other ways could you use technology to support your needs
Communication		
Mobility		

table continues on next page...

table continues from previous page...	Ways that you currently use technology to support your needs	What other ways could you use technology to support your needs
<i>Security</i>		
<i>Memory/Timekeeping</i>		
<i>Medication</i>		
<i>Household appliances</i>		

table continues on next page...

table continues from previous page...	Ways that you currently use technology to support your needs	What other ways could you use technology to support your needs
<i>Health and wellbeing</i>		
<i>Other</i>		

Once you have completed this worksheet, keep it on hand. You will use it when you get to Stage 2, Chapter 10: **Getting ready for action.**

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STAGE 2 — CHAPTER 9

Building natural supports in your community • Worksheet 1

Map your natural supports

Use this worksheet to build a map of the natural supports you currently have, the role they play in your life and identify any areas where you would like to build new relationships.

STEP 1

Think about the people you connect with in your community.

On the following page, write down their names in the relevant section of the diagram **A**. For this exercise it is important to focus on the people who **are not** currently on your support team. They may or may not be people you see often. Consider:

- » Who do you look forward to seeing?
- » Who shows a genuine interest in your life?

These names represent your natural supports.

Note: The four sections in the diagram are a guide; you don't need to have people in each section if that is not reflective of your life or situation.

STEP 2

Review the names you have written down and circle the people who you would like to build a stronger relationship with.

STEP 3

For each of the names you identified in Step 2, write the steps you can take to build on this relationship (using the table on page 3 of this worksheet **B**).

A

Family / Friends /
Inside your home

Local
Community

Hobbies /Recreation

Work / Education
Volunteering

B

<i>People you want to build a stronger relationship with</i> (the circled names from Step 2)	<i>The steps you can take to build on this relationship</i>

Once you have completed this worksheet, keep it on hand. You will use it when you get to Stage 2, Chapter 10: **Getting ready for action.**





Create a summary of your new living situation

Use this worksheet to consolidate your ideas, decisions and priorities from earlier chapters and create a summary of your new living situation.

Refer to the worksheets listed in each section to draw on the work you have already done.

My New Living Situation:

My plan:

Write a high-level description of the living situation you want to create. Think about the ‘what, where and who’ of your plan.

e.g. ‘living in a flat, with my cousin, near to bus routes and my course’

Refer to all worksheets from Stages 1 and 2.

table continues on next page...

Once you have completed this worksheet, keep it on hand. You will use it when you get to the next worksheet: **Create a draft roster.**

My house essentials:

Write a list of the 'must-haves' for your physical home.

e.g. accessibility, location, number of bedrooms, allows pets

Refer to:

Stage 1 worksheets:

- » **Define your values and priorities** (Chapter 2)
- » **Create a vision for your future** (Chapter 2)

Stage 2 worksheets:

- » **Define what you need from your physical home** (Chapter 2)

Who I want to live with:

(if applicable)

Write a list of what you would be looking for in a housemate.

e.g. 'similar age, same gender, shared religious values'

Refer to:

Stage 1 worksheets:

- » **Define your values and priorities** (Chapter 2)

Stage 2 worksheets:

- » **Outline your preferences for living with others** (Chapter 3)

Key help I will need:

Write down a high-level summary of the support you will need.

e.g. 'morning routine, cooking and food shopping, paying bills and going to appointments'

Refer to:

Stage 1 worksheets:

» **Create your skills/strengths/needs profile** (Chapter 1)

Stage 2 worksheets:

» **Contributing to the household** (Chapter 3)

» **'With me' vs 'For me'** (Chapter 4)

» **Build a plan for your personal supports - health and wellbeing** (Chapter 5)

» **Conduct a skill review** (Chapter 7)

Key risks that need to be planned for:

Refer to:

Stage 1 worksheets:

» **Define your values and priorities** (Chapter 2)

Stage 2 worksheets:

» **Prioritising and managing risk** (Chapter 6)



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STAGE 2 — CHAPTER 10

Getting ready for action • Worksheet 2

Create a draft roster

Creating a roster can be a valuable tool in translating your ideas for your supports into a practical reality. Use this worksheet to create a draft roster and outline the roles (including days/hours per week) you will need from your paid supports.

STEP 1

Use the draft roster template on page 2 of this worksheet to map out your support requirements **A**.

Start with the times that are most critical to you; think about when you need the most help and plan your schedule around that. Use additional paper if necessary.

For some people, this may be focused around getting ready in the morning and then debriefing or making dinner at the end of the day. For others, the focus of a roster may be centred around daytime activities, weekends or working hours.

STEP 2

Refer to your previous worksheets to make sure all your core support needs are covered. In particular:

- » **Create your skills/strength/needs profile** (Stage 1, Chapter 1)
- » **Contributing to the household** (Stage 2, Chapter 3)
- » **'With me' vs 'For me'** (Stage 2, Chapter 4)
- » **Build a plan for your personal supports – health and wellbeing** (Stage 2, Chapter 5)
- » **Prioritising and managing risk** (Stage 2, Chapter 6)
- » **Conduct a skill review** (Stage 2, Chapter 7)
- » **Map your natural supports** (Stage 2, Chapter 9)
- » **Create a summary of your new living situation** (Stage 2, Chapter 10)

If you find any areas where your regular supports have not been accounted for in your draft roster, add them in now.

Note: While this roster is most relevant to regular paid supports, it can be useful for some people to include the natural supports they have in place that help them maintain their regular routines.

My Draft Roster:

A

Morning

Afternoon

Night

[illegible]

STEP 3

Consider – are there any support needs that don't fit into this weekly view (i.e. things that come up less often but still need to be planned for)? For example, you may need help to visit a dentist several times a year. This wouldn't go in your weekly roster, but it could be a part of the job for someone who joins you on your regular shopping trips.

Write these tasks or activities down in the table below **B**.

For each item, specify if this is something you want someone to do 'with' you or 'for' you **C**.

If possible, identify where this task might align with some of your regularly rostered support **D**.

B <i>Occasional Tasks/Activities</i>	C <i>'With me' or 'For me'</i>	D <i>Does this align with any of your regularly rostered support? If so, what?</i>

STEP 4

Considering your draft roster – in the table below, create a summary of your support roles and the days/hours per week that might apply to each role.

Summary of support roles

<i>Support Role(s) Description</i>	<i>Days/Hours per week</i>

table continues on next page...

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Support Role(s) Description	Days/Hours per week





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STAGE 2 — CHAPTER 10

Getting ready for action • Worksheet 3

Create your Stage 2 Action Plan

Use this worksheet to create an action plan that will help you translate your ideas and goals into a reality.

This exercise is best done in collaboration with your support team. It is a valuable opportunity for everyone to regroup and for any members who have not been working through the Stage 2 chapters with you to get 'up to speed' on what you have decided so far.

If your plan for your new living situation is still unclear, or you are working to an extended timeframe, your action plan should reflect this.

It is important to note that you do not need to have completed all steps up to this point to find value in making an action plan that represents your situation.

Break complex steps down into simple tasks

If creating an action plan feels overwhelming and the tasks seem too complex, break them down into simpler actions. 'Finding a flatmate', for example, is a process

made up of many small steps. Sometimes, the first action just needs to be making a phone call or seeking more information to inform your next steps.

Responsibilities and timelines

When creating your action plan, make sure that every task:

- » is allocated to the person who will be responsible for making sure it gets done
- » includes a timeframe for when you expect the task to start and/or finish.

It is important to set timeframes that are realistic; this isn't a race to the finish line, it is a step-by-step process that, done well, has the potential to set you up for success in your new living situation.

STEP 1

Go to the action plan template on page 2 of this worksheet. For each heading under column **A**, write down what action steps need to be taken to get you from the 'idea' of setting up this living arrangement, to actually making the move. Use additional paper if necessary.

Note: Every situation is different and will therefore require different considerations. If there are sections listed here that are not relevant to you, leave these out of your action plan. Similarly, you can add additional sections if there are things you need to plan for that do not fit in the listed categories.

STEP 2

For each action, write down who will be responsible for managing this **B** and when it will be done by **C**.

Note: It is likely that you will come across elements in this process that are out of the direct control of you and your support team. It can be helpful to consider if the plans you set out here can allow for any flexibility, and whether you are willing to adjust them as you navigate the journey ahead. Discussing this with your support team can be useful to ensure a clear understanding of which plans are flexible and which are not.

My Action Plan:

A	B	C
Finding your physical home		
Actions	Who is responsible for this?	When will it be done?
Finding your flatmate(s) or live-in support		
Actions	Who is responsible for this?	When will it be done?
Engaging government and/or community supports		
Actions	Who is responsible for this?	When will it be done?

table continues on next page...

table continues from previous page...

Planning for/hiring your paid supports

Actions	Who is responsible for this?	When will it be done?

Managing your health and wellbeing

<i>Actions</i>	<i>Who is responsible for this?</i>	<i>When will it be done?</i>

Managing risks

Actions	Who is responsible for this?	When will it be done?

table continues on next page...

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Building skills for your transition		
Actions	Who is responsible for this?	When will it be done?

Building natural supports		
Actions	Who is responsible for this?	When will it be done?

STEP 3

Decide on how you intend to monitor the progress of this action plan. This could be regular meetings with your whole support team, or check-ins with key people as various stages get underway. Write this down in the table below.

If relevant, write down your next check-in date (optional).

How do you plan to monitor the progress of this action plan?
Date of next check-in (optional):

Sometimes working through these stages helps identify things you didn't think of before.

If completing this task helps you see something is missing from your previous worksheets, go back and update them now.