

## What does the Guardianship Division do?

Information for you

Easy Read version



## How to use this fact sheet



The Guardianship Division of the NSW Civil and Administrative Tribunal (NCAT) wrote this fact sheet. When you see the word 'we', it means the Guardianship Division.



We have written this fact sheet in an easy to read way.

We use pictures to explain some ideas.

Not bold  
**Bold**

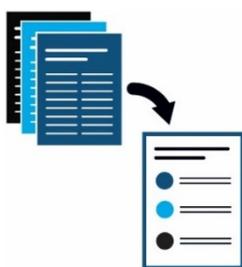
We have written some words in **bold**.

This means the letters are thicker and darker.



We explain what these words mean.

There is a list of these words on page 18.



This Easy Read fact sheet is a summary of another fact sheet.



You can find the other fact sheet on our website at [www.ncat.nsw.gov.au](http://www.ncat.nsw.gov.au)



You can ask for help to read this fact sheet. A friend, family member or support person may be able to help you.

## What's in this fact sheet?

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## What's this fact sheet about?



This fact sheet is about what we do in the **Guardianship Division of the NSW Civil and Administrative Tribunal (NCAT)**.



NCAT protects the **rights** of people who can't make decisions on their own.



Rights are rules about how people should be treated fairly.

We find ways to fix problems that:



- are fair



- follow the law.



We follow the *Guardianship Act (1987)*.



The *Guardianship Act (1987)* is the law that explains what decisions a **guardian** can make.



A guardian is someone we choose to make decisions about your life when you can't make decisions on your own.



The *Guardianship Act (1987)* is the law that explains what decisions a **financial manager** can make.



A **financial manager** is someone who makes decisions about your money if you can't make decisions on your own.



We must follow the **guiding principles** in the *Guardianship Act 1987*.



Guiding principles are important rules we must follow.



When we make decisions about you, we must think about your wellbeing.



When we make decisions about you, we must ask what you think about having a:

- guardian
- financial manager.

We must think about what decisions you can make about your:



- life



- home



- health



- money.

We must think about how you can:



- live your life how you want to live it



- take part in the community



- be part of your **culture**.



Your culture is:

- your way of life
- how you think or act because of how you grew up.

# Guardianship



Sometimes we choose someone to be your guardian.

We call it a **guardianship order**.



Guardianship orders don't last forever.

Your guardian might make decisions about



- where you live



- what services you need and use



- what medical or dental treatment you need.

We can make only a guardianship order if you:



- are 16 years or older



- have a disability that affects how you make decisions.

Your guardian might be a:



- family member



- friend



- **Public Guardian.**

We choose the Public Guardian if your guardian can't be your:



- family member



- friend.

When we decide who your guardian should be, we might choose:



- one person



- more than one person.

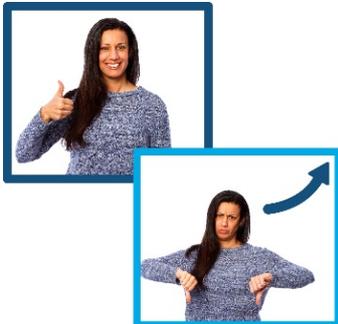


We can't make a guardianship order if we think you can make decisions on your own.

## Reviewing your guardianship order



When a guardianship order ends, we must **review** it.



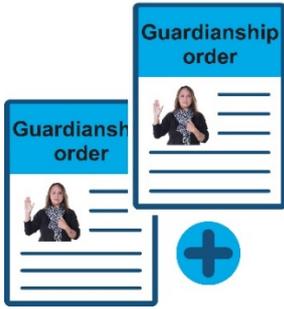
When we review a guardianship order, we check to see what:

- works well
- needs to be better.



You can also ask us to review your guardianship order.

After we review a guardianship order, we might:



- make another guardianship order



- change parts of the guardianship order



- end the guardianship order.



Anyone can ask for a review if they're worried about someone who has a guardianship order.

## Financial management



Sometimes we choose a financial manager for you.

We call this a **financial management order**.



Most financial management orders last for a long time.

We will make a financial management order if:



- you have **assets** in New South Wales



- you can't look after your assets on your own



- we think it will be better for you.



Your assets are things you own that have value, such as:

- a car
- a house
- money you have saved.

Your financial manager might be a:



- family member



- friend



- **NSW Trustee and Guardian.**



We choose the NSW Trustee and Guardian if your financial manager can't be your:

- family member
- friend.

When we choose your financial manager, we might choose:



- one person



- more than one person.



We can't make a financial management order if we think you can make decisions on your own.

## Reviewing your financial management order



Sometimes we might review a financial management order.



You can ask us to review your financial management order.



When we review a financial management order, we check to see what:

- works well
- needs to be better.

We will end a financial management order if:



- you can make decisions about your assets on your own



- it will be better for you.



Anyone can ask for a review if they're worried about someone who has a financial management order.

## Word list

This list explains what the **bold** words in this document mean.



### **Assets**

Your assets are things you own that have value, such as:

- a car
- a house
- money you have saved.



### **Culture**

Your culture is:

- your way of life
- how you think or act because of how you grew up.



### **Financial management order**

Sometimes we choose a financial manager for you. We call this a financial management order.



## Financial manager

A financial manager is someone who makes decisions about your money if you can't make decisions on your own.



## Guardian

A guardian is someone we choose to make decisions about your life when you can't make decisions on your own.



## Guardianship Division of the NSW Civil and Administrative Tribunal (NCAT)

NCAT protects the rights of people who can't make decisions on their own.



## Guardianship order

Sometimes we choose someone to be your guardian.

We call it a guardianship order.



## Guiding principles

Our guiding principles are important rules we must follow.



## NSW Trustee and Guardian

We choose the NSW Trustee and Guardian if your financial manager can't be your:

- family member
- friend.



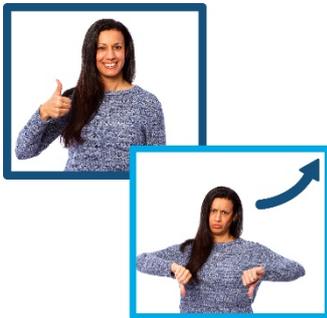
## Public Guardian

We choose the Public Guardian if your guardian can't be your:

- family member
- friend.

## Review

When we review something, we check to see what:



- works well
- needs to be better.



## Rights

Rights are rules about how people should be treated fairly.

## Contact us



**1300 006 228**  
**(02) 9556 7600**



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