

**Gateway Community Services**  
**Social Group Activities – HCP and NDIS Fees**  
**Effective January 1, 2020**



Service Type	Monday - Friday	Saturday	Sunday	Meals and activity costs
<b>Centre Based Activities</b>	\$20.90 per hour Program charges are charged at minimum 6.05 hours  \$126.50 per day ex GST	Not available	Not available	Extra charges apply for cost of meals if bought from another source
<b>Community Based Activities</b>	\$17.97 per hour Program charges are charged at minimum 6.05 hours \$108.70 per day ex GST	\$24.71 per hour Program charges are charged at 6.05 hours  \$149.50 per day ex GST	Not available	Client pays separately for their own meals and beverages and any activity costs – ie entry tickets
<b>One on One services (Type of services to be discussed)</b>	\$52.85 per hour A minimum of 3 hours per service does apply	\$66.77 per hour A minimum of 3 hours per service does apply	Not available	Client pays separately for their own meals and beverages and any activity costs – ie entry tickets Where entry fee is required for the carer either a companion card must be supplied or the client is to pay for the entry of the carer. Transport is not included in this price and is subject to additional charges.

Fees

Charges indicated in the table above are listed as hourly rate, however programs are charged at a set rate of 6 hours. Gateway plans activities to meet the 6 hours inclusive of transport. Hours may vary slightly due to traffic conditions, weather or events finishing early. These fees do not include the purchase of food and beverages, ticket entry costs or additional purchases, however do cover transport where possible. All participants must bring sufficient funds for additional costs as Gateway Community Services will not be responsible for additional purchases as stated in the Reimbursement statement.

Reimbursement of Expenses

All expenses outside of the service provision such as meals, entertainment and entry fees are considered additional costs. Additional costs are to be covered by the client attending the activity on the day of service. Gateway Community Services will not cover additional costs so therefore not added to the invoice for service.

Where it has been determined that the client is unable to manage money and requires additional costs to be covered a separate agreement will be drawn pertaining to additional costs. This agreement must be agreed to by the service provider (Gateway Community Services) and the person paying for the service fees.

**Payment Terms and conditions of Payment**

Invoices will be sent out early each month. A reasonable time for payment is allocated on each invoice. All payments must be paid in full by the specified date shown on invoice.

Where payment is not received by the specified date, program participation may be suspended until payment has been received.

Not giving notification of cancellation by 8.30am of program date may incur a non-attendance fee. (Message on answering service will be accepted as notification)

Method of Payment

<b>Option 1</b>	Internet –Online banking, where transfers can be made from individual's bank account into Gateway's bank account.
<b>Option 2</b>	Credit Card or Debit Card over the phone
<b>Option 3</b>	Pay online – Receive your invoice via email. Use the link to make a direct online payment with your debit/credit card.
<b>Option 4</b>	Pay at bank – present the invoice to the bank teller and request a direct payment into Gateway's account.