

# Financial management orders

## How to change or end your financial management order

**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.

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## What's this fact sheet about?



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



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



Your financial manager might make decisions about the things you own that have value, such as:

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

This fact sheet is about:



- ending your financial management order



- changing your financial management order.



## Who made your financial management order?

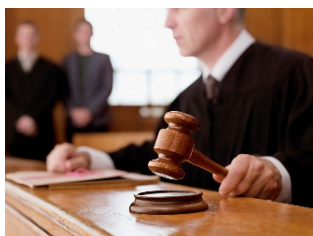


If you want to change or end your financial management order, you need to know who made it.



If we made your financial management order, then we can:

- end it
- change it.



If the **Supreme Court** made your financial management order, then they can:

- end it
- change it.



The Supreme Court is a place where legal problems are solved by a judge.



You can call the Supreme Court on **1300 679 272**.



If the **Mental Health Review Tribunal** made your financial management order, then they can:

- end it
- change it.



The Mental Health Review Tribunal helps people with mental health problems.



You can call the Mental Health Review Tribunal on **1800 815 511**.



If a **tribunal** in a different state or territory made your financial management order, then they can:

- end it
- change it.



A tribunal is a group of people who help solve legal problems.

## Ending your financial management order

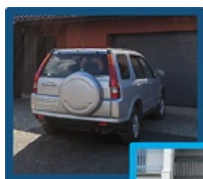
We will end your financial management order if:



- you can make decisions about your **assets** on your own



- 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.



If you want to end your financial management order, you must fill out a form.

This form will:



- give us information about you



- help us decide if we should end your financial management order.



You must tell us why you think you can make your own decisions about your money.



Your doctor might need to tell us what they think about how you make decisions about money.



Your case manager might need to tell us what they think about how you make decisions about money.



Your case manager or doctor can tell us what they think by:



- filling out a [Health Professional Report Form](#)



- writing a letter to us.



You need to tell us why you think ending your financial management order will be good for you.



If you have someone who helps you make decisions about money, they can write a letter to us.

The letter should talk about:

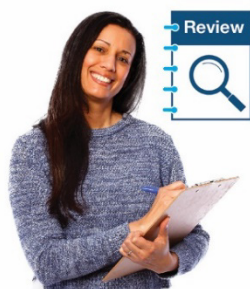


- how the person knows you

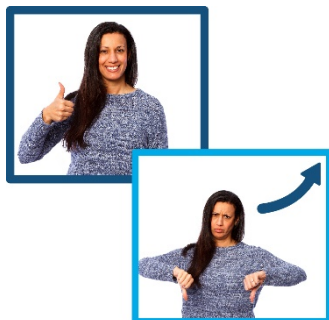


- how they would help you make decisions without a financial management order.

## Changing your financial management order



If you want us to change parts of your financial management order, you must ask us to **review** it.



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

- works well
- needs to be better.



You can ask us to change your financial manager.



You can ask us to change your financial management order.



For example, you can have your financial manager only look after some of your money.



You need to tell us why you want to change your financial management order.



If you want someone else to be your financial manager, they must write a letter to us.

In the letter, they should talk about:



- why they should be your financial manager



- how they will look after things you own that have value.

## What happens next?

After you apply to change or end your financial management order we will:



- send you a letter



- call you.



When you apply, you might tell us about people who are important to you.



We might ask you for more information.





You can also ask us questions about what will happen next.



When we have enough information, we will have a **hearing**.

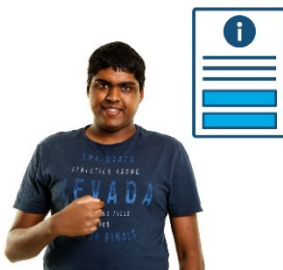


A hearing is when the tribunal decides if a person can't make decisions on their own.

A hearing is how we make decisions:



- about you



- based on information we have about you.

We will tell you:



- where the hearing is



- when the hearing is.

### What happens at the hearing?

It's important you come to the hearing so we can:



- meet you



- listen to what you have to say.



You can bring a family member or friend to support you at the hearing.

At the hearing, we will:



- talk to you



- ask you questions.



We will also talk to other people at the hearing.



We will use the information you give us to make a decision.

This decision will be about if we:



- keep your financial management order



- end your financial management order



- change your financial management order.



We will tell you what we decide at the end of the hearing.

## 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.



### **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.



### **Hearing**

A hearing is when the tribunal decides if a person can't make decisions on their own.





## Mental Health Review Tribunal

The Mental Health Review Tribunal helps people with mental health problems.

## Review



When we review something, we check to see what:

- works well
- needs to be better.



## Supreme Court

The Supreme Court is a place where legal problems are solved by a judge.



## Tribunal

A tribunal is a group of people who help solve legal problems.

## Contact us



**1300 006 228**

**(02) 9556 7600**



**[www.ncat.nsw.gov.au](http://www.ncat.nsw.gov.au)**



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