

Business Process Dates



Application Received Date 8/01/2018 ▼

Final Info Received Date 8/01/2018 ▼

Legal Details

Legal Officer ESS10 ▼

Date Allocated 19/04/2018 ▼

Signature

View Signature

Assessment Details

Form	▼	Submissions Due Date	5/09/2018	▼
Assessment Status	Finalised	Submissions Received Status	Overdue	▼
Assessment ETA Date	▼	Bring Up Date		▼

Notes

05/03/2019 - Drafted with AW
19/2/19 Neg drafted with PLO

27/8/18 FI (new CH) due 5/9
2/7/18 Invite subs drafted, due 20/7
19/4/18 Reallocated to ESS10 AA

5.4.18 Yellow neg minute with VK
28.2.18 - ordering CH

com

Phone: 1800 113 611 / (07) 3211 6999

Website: www.bluecard.qld.gov.au

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File 01

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RTI 191127

To ensure you receive this important information, and to avoid penalty under the *Working with Children (Risk Management and Screening) Act 2000*, please contact us on Ph: 3211 6999 by **COB Thursday, 11 January 2018**.

Regards,



Blue Card Services, Justice Services

Department of Justice and Attorney-General

Level 20, 53 Albert Street, Brisbane Qld 4000

Phone: 1800 113 611 / (07) 3211 6999

Website: www.bluecard.qld.gov.au

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**Categories of regulated employment and business under the
*Working with Children (Risk Management and Screening) Act 2000***

Employment

- Residential facilities
- School boarding facilities
- Schools
- Education and care services
- Child care services
- Churches, clubs and associations involving children
- Health, counselling and support services
- Private teaching, coaching or tutoring
- Education programs conducted outside of school
- Child accommodation services including home stays
- Religious representatives
- Sport and active recreation
- Emergency services cadet programs
- School crossing supervisors
- Care of children under the *Child Protection Act 1999*

Business

- Health, counselling and support services
- Private teaching, coaching or tutoring
- Education and care services
- Child care services
- Education programs conducted outside of school
- Religious representatives
- Child accommodation services including home stays
- Sport and active recreation
- Hostels for children other than residential facility
- Businesses relating to licensed care services under the *Child Protection Act 1999*
- Non-State Schools – directors of governing bodies and authorised persons

Exemptions from employment screening apply to some categories. Please go to the Blue Card Services website at www.bluecard.qld.gov.au or contact us on **3211 6999** or **1800 113 611** for clarification on the categories and exemptions.





Change in police information* notification

Working with Children (Risk Management and Screening) Act 2000

This form is to be completed to advise Blue Card Services where an applicant/cardholder has had a change in their police information.

Paid employee/volunteer/student

Where a paid employee/volunteer/student has a change in their police information:

- they must immediately disclose to their current or prospective employer/organisation/education provider that there has been a change in their police information. The person does not need to notify them of any further details, only that a change has occurred;
- the employer/organisation/education provider must not allow that person to continue working in regulated employment unless they have lodged this form notifying of the change in police information;
- the paid employee/volunteer/student must complete Parts A and E;
- the employer/organisation/education provider must complete Part B and C.

Business operators

Where a person carrying on a regulated business has a change in their police information:

- they must complete Parts A, D and E and immediately lodge this application to provide notification of a change to their police information.

What happens next?

- Your eligibility to hold a blue card or exemption card will be reassessed.
- Where the change is relevant to your child-related employment, your organisation/employer/education provider or other entities will be notified (if applicable) that your eligibility for a blue card/exemption is being reassessed, including whether the change in police information is a charge or conviction and whether it is a serious offence.

Further information about change in police information is available from www.bluecard.qld.gov.au or by contacting Blue Card Services on 3211 6999 or 1800 113 611.

Part A – Applicant/cardholder's details

<p>1 Blue/exemption card number (if known)</p> <div style="border: 1px solid black; width: 100px; height: 20px; margin-bottom: 5px;"></div>	<p>4 Date of birth</p> <div style="display: flex; justify-content: space-between;"> <div style="border: 1px solid black; width: 20px; height: 20px; margin-bottom: 2px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px; margin-bottom: 2px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px; margin-bottom: 2px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px; margin-bottom: 2px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px; margin-bottom: 2px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px; margin-bottom: 2px;"></div> </div> <div style="display: flex; justify-content: space-between; font-size: 8px;"> D D M M Y Y Y Y </div>
<p>2 Full legal name</p> <p>Family name <input style="width: 150px;" type="text"/></p> <p>First name <input style="width: 150px;" type="text"/></p> <p>Middle name <input style="width: 150px;" type="text"/></p> <p>I do not have a middle name (please tick) <input type="checkbox"/></p>	<p>5 Place of birth</p> <p>Town/City <input style="width: 150px;" type="text"/></p> <p>State/Territory <input style="width: 150px;" type="text"/></p> <p>Country <input style="width: 150px;" type="text"/></p>
<p>3 Do you have a previous name, or have you been known by any other name?</p> <p>Yes <input type="checkbox"/> (record details below) No <input type="checkbox"/></p> <p>It does not matter how long ago you used the name or how long the name was used for e.g.</p> <ul style="list-style-type: none"> • birth name • name before marriage • married name • alias • change by certificate • adoption • changed order of name <p>Family name <input style="width: 150px;" type="text"/></p> <p>First name <input style="width: 150px;" type="text"/></p> <p>Middle name <input style="width: 150px;" type="text"/></p> <p>If you require more space, please tick this box <input type="checkbox"/> and attach a separate list.</p>	<p>6 Current postal address (within Australia)</p> <div style="border: 1px solid black; width: 150px; height: 20px; margin-bottom: 5px;"></div> <p style="text-align: right;">Postcode</p> <div style="border: 1px solid black; width: 150px; height: 20px; margin-bottom: 5px;"></div>
	<p>7 Current residential address (if different to above)</p> <div style="border: 1px solid black; width: 150px; height: 20px; margin-bottom: 5px;"></div> <p style="text-align: right;">Postcode</p> <div style="border: 1px solid black; width: 150px; height: 20px; margin-bottom: 5px;"></div>
	<p>8 Telephone number</p> <p>Daytime <input style="width: 20px;" type="text"/> <input style="width: 20px;" type="text"/> <input style="width: 20px;" type="text"/> <input style="width: 20px;" type="text"/> <input style="width: 20px;" type="text"/> <input style="width: 20px;" type="text"/> <input style="width: 20px;" type="text"/> <input style="width: 20px;" type="text"/></p> <p>Mobile <input style="width: 20px;" type="text"/> <input style="width: 20px;" type="text"/> <input style="width: 20px;" type="text"/> <input style="width: 20px;" type="text"/> <input style="width: 20px;" type="text"/> <input style="width: 20px;" type="text"/> <input style="width: 20px;" type="text"/></p>
	<p>9 Email <input style="width: 150px;" type="text"/></p>





Request to cancel card (cardholders only)

Working with Children (Risk Management and Screening) Act 2000

This form is to be completed by cardholders who are no longer undertaking child-related activities and wish to cancel their card.

Note: The cardholder must reapply for a new blue/exemption card and pay the prescribed fee (if applicable) should they wish to undertake child-related activities after the card has been cancelled.

Part A – Cardholder's details	
1	Family name <input type="text"/>
2	First name <input type="text"/>
3	Middle name <input type="text"/>
4	Date of birth <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
5	Current postal address <input type="text"/> <input type="text"/> <input type="text"/> Postcode <input type="text"/>
6	Telephone <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
7	Mobile <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
8	Email <input type="text"/>
9	Card number (if known) <input type="text"/>

Part B – Card/notice details	
Please <input checked="" type="checkbox"/> the appropriate box	
<input type="checkbox"/>	I have enclosed my card and notice letter with this form.
<input type="checkbox"/>	I have enclosed my card with this form however I am no longer in possession of my notice letter.
<input type="checkbox"/>	I have enclosed my notice letter with this form however I am no longer in possession of my card.
<input type="checkbox"/>	I am no longer in possession of either my card or notice letter.

Privacy notice	
The <i>Working with Children (Risk Management and Screening) Act 2000</i> allows the collection of personal information to assess your eligibility to be issued with a blue/exemption card. Information will be provided to Queensland Police, and may be provided to police, courts, prosecuting authorities or other authorised agencies as part of the screening process. Information may also be given to:	
<ul style="list-style-type: none"> certain disciplinary bodies to obtain relevant disciplinary information; and/or your employer, any supervisory body, or other person you have authorised to discuss your application on your behalf. 	
Personal information will only be provided to other persons or agencies with your permission or where required by law.	
For more information about the blue card system and your obligations go to www.bluecard.qld.gov.au .	

Part C – Cardholder's declaration	
I declare that:	
<ul style="list-style-type: none"> the information I have provided in this form is true and correct; I request the cancellation of my positive notice/positive exemption notice and blue card/exemption card; I am no longer in regulated child-related employment or carrying on a regulated child-related business; I understand that once my positive notice/positive exemption notice and blue card/exemption card has been cancelled, I will no longer be the holder of a current notice and card and cannot start or continue in regulated child-related employment or carry on a regulated child-related business; and I understand that it is an offence to provide a false or misleading statement or document. 	
<input type="text"/>	
Signature of cardholder	
Date of signature	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>

Blue Card Services, Department of Justice and Attorney-General
PO Box 12671, Brisbane George Street QLD 4003
53 Albert Street, Brisbane QLD 4000

07 3211 6999 or 1800 113 611
07 3035 5910
www.bluecard.qld.gov.au

