

Authorisation to confirm a valid blue card/ application for a carer or adult member

For who?

Carers and adult members of a carer household who currently hold a blue card for an employer other than the Department of Child Safety or for voluntary work involving working with children.

You will need to complete an authorisation form so that your blue card can be validated and your connection with the department can be recorded by the Commission for Children and Young People and Child Guardian.

What to do?

- Complete Part A and C of the form.
- Take the form to your child safety service centre.
- The child safety service centre representative sends the completed form to the department's Central Screening Unit.

Note:

If you live more than 50 km from your child safety service centre or have a disability affecting your mobility, you can mail the form to them.



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A carer or adult member of a carer's household may complete this form to enable the Commission to advise the Department of Child Safety of the matters listed in the declaration on this form.

PART A Card holder's/Applicant's personal details

Family name

First name/s

Middle name/s

Date of birth Place of birth

Daytime contact no.

Current postal address

Blue card number Blue card expiry date

PART B Authorised party's details

Central Screening Unit (CSU),
Department of Communities (Child Safety Services)
GPO Box 13126,
Brisbane QLD 4003
Telephone (07) 3239 3521
Fax (07) 3239 3580

Please mail or fax completed document to the CSU.

FOR DCHS REPRESENTATIVE USE ONLY

Please tick appropriate box for your child related activity

Foster carer Adult member - foster carer
 Kinship carer Adult member - kinship carer

Privacy notice

The *Commission for Children and Young People and Child Guardian Act 2000* allows us to collect your personal information, which is assessed by commission staff to assess your application for a blue card. Some of this information goes to Queensland Police, and may be sent to interstate or federal police to conduct criminal history checks. Information may also be given to:

- certain disciplinary bodies to get relevant disciplinary information about you
- your employer, any supervisory body, or other person you have authorised to discuss your application on your behalf. This enables us to update them on your blue card application and any changes to your blue card status.

Advice about your blue card's validity may also be provided through the Commission's online blue card verification process. Personal information will not be given to any other person or agency unless we have your permission or the disclosure is authorised or required by law.

PART C Card holder's/Applicant's declaration (please read carefully before signing)

I consent to the Commission for Children and Young People and Child Guardian providing the following information to the Department of Communities (Child Safety Services):

- whether I have made an application for a blue card which is currently being processed;
- whether my blue card application has been or is subsequently withdrawn;
- whether I hold a current blue card;
- whether I have been issued with a negative notice;
- whether my blue card has been or is subsequently suspended;
- relevant information about any change in my criminal history which the Commissioner considers relevant to my child-related employment as provided for in the *Commission for Children and Young People and Child Guardian Act 2000*;
- notification of the final outcome of any assessment or reassessment of my application.

Note: Making a misleading statement or providing a false document may attract a penalty under the *Commission for Children and Young People and Child Guardian Act 2000*.

Full name

Signature

Date / /
DAY MONTH YEAR

FOR CENTRAL SCREENING UNIT USE ONLY

CSU application number:

ICMS number:

CSU officer number:

Date APA signed:

Preliminary checks complete: yes no

Note: The information below enables the Commission to provide certain notifications to the Chief Executive (Department of Child Safety)

IMPORTANT: IDENTIFY WHETHER APPLICANT IS:

- a provisionally approved carer or adult member of a provisionally approved carer's household
- an adult member of an approved carer's household
- a new adult member of a household for which an application to be an approved carer is in process
- none of the above