

Application/Tenancy Agreement number:

Client's name Date of birth / /

- | | | | |
|---|----------------------|-------|----------------------|
| <input type="checkbox"/> General Practitioner | <input type="text"/> | Phone | <input type="text"/> |
| <input type="checkbox"/> Health Professional | <input type="text"/> | Phone | <input type="text"/> |
| <input type="checkbox"/> Support Agency | <input type="text"/> | Phone | <input type="text"/> |

Note: Ticking the 'Support Agency' check box does not give the department authority to discuss your case directly with Disability Services. If you wish to give this authority, please tick the Department of Communities (Disability Services) box.

- Department of Communities (Disability Services)
- Department of Communities (Child Safety Services)
- Centrelink/Department of Veterans Affairs
- Department of Health
- Queensland Corrective Services

- Family Members - Names Phone:
- Other:

Note: Please note that occasionally it may be necessary to fax this form to one of the individuals/organisations listed above to confirm your consent before disclosing or requesting information. If you have any concerns, please discuss this with your interviewer.

The information will only be requested/disclosed for the purpose of:

Type of information to be requested/disclosed is:

Date consent commences: / /

Date consent ends or former Guardianship and Administration Tribunal or Queensland Civil Administration Tribunal order expires: / /

- or until I remove my consent or I cease to be a client of the Department of Communities.

Note: If you have any concerns about signing this form, please contact your nearest Housing Service Centre to discuss the matter.

Name (print) **Signature:**

Personal Information Privacy Notice

The Department of Communities is collecting personal information on this form to provide you with housing assistance or assess grant funding applications. This is authorised by the *Housing Act 2003*. To assist you with your housing needs and services, relevant personal information may, in very limited and specific circumstances, be disclosed to: Partner agencies, Service providers, Agencies authorised by legislative provisions, and local governments and non-governmental agencies that now, or will, provide you with housing and/or support services. Limited personal information may be used for housing related research, policy or planning functions. Unless authorised or required by law, your personal information will not be passed on to any other third party without your consent. More information about the department's privacy policy is available on our website at: www.communities.qld.gov.au/privacy.



Authority to request or disclose personal information to external parties

Sometimes, it may be necessary for the department to contact another person about your housing needs to ensure that we are able to provide the best possible housing for you. There may be a need to have more information about your medical condition or particular equipment within your accommodation.

If this is the case, an officer of the department will explain exactly who the department needs to contact and why. You will be able to nominate a specific person or organisation and the period of time you give consent for the department to receive and pass on your details. You will also be able to specify what we can or cannot talk about with this person or organisation.

The 'Authority to request or disclose personal information to external parties' form (PH071), if you sign it, allows the department to contact other people and/or agencies to share information to ensure that the best possible services are available to you.

The Department of Communities (Housing and Homelessness Services) is committed to the Queensland Government's *Information Privacy Act 2009*. The Act describes how personal information is collected, stored, used and disclosed by the Department of Communities (Housing and Homelessness Services).

Unless required by law, your personal information will not be passed onto any other external party without your consent.

Need more information?

Please contact your nearest Housing Service Centre.

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