

INFORMATION SHEET

SCREENING SCENARIOS FOR PERSONS ENGAGED IN DISABILITY SERVICES

BLUE CARD AND YELLOW CARD APPLICATION PROCESSES

Use the guide below to determine what screening (if any) is applicable under the *Disability Services Act 2006* administered by the Department of Communities, Child Safety and Disability Services (DCCSDS) and the *Working with Children (Risk Management and Screening) Act 2000* administered by Blue Card Services (BCS).

There are three screening scenarios, with differing activity types, considered as follows:

1. [Scenario 1 – Individuals who do not hold either a current blue card or yellow card;](#)
2. [Scenario 2 – Individuals who hold a current blue card but do not hold a current yellow card;](#) and
3. [Scenario 3 – Individuals who hold a current yellow card but do not hold a current blue card.](#)



Scenario 1 - Individuals who do not hold either a current blue card or yellow card

Activity type	Card/s required	Application process
Providing services to <u>children and adults</u> at a place where disability services are provided by a DCCSDS funded non-government service provider or NDIS non-government service provider	Blue card and yellow card exemption	<ul style="list-style-type: none"> • Apply to BCS for a blue card and yellow card exemption by completing a 'Blue card application and request for yellow card exemption (Y) form'. • There is an application fee for paid employees but not for volunteers. • There is no fee to apply for a yellow card exemption.
Providing health, counselling or support services to <u>children</u> with a disability Not working with adults	Blue card	<ul style="list-style-type: none"> • Apply to BCS for a blue card by completing a 'Blue card application (BC) form'. • There is an application fee for paid employees but not for volunteers.
Providing services to <u>adults</u> at a place where disability services are provided by a DCCSDS funded non-government service provider or NDIS non-government service provider Not working with children	Yellow card	<ul style="list-style-type: none"> • Apply to DCCSDS for a yellow card by completing an 'Application for criminal history screening – prescribed notice (yellow card) (Form 10-1)'. • There is an application fee for paid employees but not for volunteers.
Providing health, counselling or support services to <u>children and adults</u> with a disability at a place where disability services are not provided by a DCCSDS funded non-government service provider or NDIS non-government service provider	Blue card	<ul style="list-style-type: none"> • Apply to BCS for a blue card by completing a 'Blue card application (BC) form'. • There is an application fee for paid employees but not for volunteers.
Providing services to <u>adults</u> at a place where disability services are not provided by a DCCSDS funded non-government service provider or NDIS non-government service provider	None	<ul style="list-style-type: none"> • No action required.

Scenario 2 - Individuals who hold a current blue card but do not hold a current yellow card

Activity type	Card/s required	Application process
Providing services to <u>children and adults</u> at a place where disability services are provided by a DCCSDS funded non-government service provider or NDIS non-government service provider	Blue card and yellow card exemption	<ul style="list-style-type: none"> Apply to DCCSDS for a yellow card exemption by completing an 'Application for criminal history screening (exemption notice) (Form 10-11)'. There is no fee to apply for a yellow card exemption. If the employer is not linked to the current blue card, submit an 'Authorisation to confirm a valid card/application' to BCS and provide payment if applicable. Payment is required to BCS if the individual is transferring from voluntary to paid employment.
Providing health, counselling or support services to <u>children</u> with a disability Not working with adults	Blue card	<ul style="list-style-type: none"> If the employer is not linked to the current blue card, submit an 'Authorisation to confirm a valid card/application' to BCS and provide payment if applicable. Payment is required to BCS if the individual is transferring from voluntary to paid employment.
Providing services to <u>adults</u> at a place where disability services are provided by a DCCSDS funded non-government service provider or NDIS non-government service provider Not working with children	Yellow card exemption	<ul style="list-style-type: none"> Apply to DCCSDS for a yellow card exemption by completing an 'Application for criminal history screening (exemption notice) (Form 10-11)'. There is no fee to apply for a yellow card exemption.
Providing health, counselling or support services to <u>children and adults</u> with a disability at a place where disability services are not provided by a DCCSDS funded non-government service provider or NDIS non-government service provider	Blue card	<ul style="list-style-type: none"> If the employer is not linked to the current blue card, submit an 'Authorisation to confirm a valid card/application' to BCS and provide payment if applicable. Payment is required to BCS if the individual is transferring from voluntary to paid employment.
Providing services to <u>adults</u> at a place where disability services are not provided by a DCCSDS funded non-government service provider or NDIS non-government service provider	None	<ul style="list-style-type: none"> No action required

Scenario 3 - Individuals who hold a current yellow card but do not hold a current blue card

Activity type	Card/s required	Application process
Providing services to <u>children and adults</u> at a place where disability services are provided by a DCCSDS funded non-government service provider or NDIS non-government service provider	Blue card and yellow card	<ul style="list-style-type: none"> Apply to BCS for a blue card by completing a 'Blue card application (BC) form'. There is an application fee for paid employees but not for volunteers. If a person has a paid yellow card, and if the employer is not linked to the current paid yellow card, then submit to DCCSDS an 'Application for information from register of engaged persons (Form 10-6)'. If a person has a volunteer yellow card and is going into paid engagement, submit to BCS a 'Blue card application and request for yellow card exemption (Y) form' to apply for a blue card and yellow card exemption and apply the appropriate application fee.
Providing health, counselling or support services to <u>children</u> with a disability Not working with adults	Blue card	<ul style="list-style-type: none"> Apply to BCS for a blue card by completing a 'Blue card application (BC) form'. There is an application fee for paid employees but not for volunteers.
Providing services to <u>adults</u> at a place where disability services are provided by a DCCSDS funded non-government service provider or NDIS non-government service provider Not working with children	Yellow card	<ul style="list-style-type: none"> If a person has a paid yellow card and the employer is not linked to the current yellow card, submit to DCCSDS an 'Application for information from register of engaged persons (Form 10-6)'. If a person has a volunteer yellow card and is going into paid engagement, submit to DCCSDS an 'Application for criminal history screening – prescribed notice (yellow card) (Form 10-1)' to apply for a paid yellow card.
Providing health, counselling or support services to <u>children and adults</u> with a disability at a place where disability services are not provided by a DCCSDS funded non-government service provider or NDIS non-government service provider	Blue card	<ul style="list-style-type: none"> Apply to BCS for a blue card by completing a 'Blue card application (BC) form'. There is an application fee for paid employees but not for volunteers.
Providing services to <u>adults</u> at a place where disability services are not provided by a DCCSDS funded non-government service provider or NDIS non-government service provider	None	<ul style="list-style-type: none"> No action required