

Privacy Disclosure statement and Privacy notice

The Department of Families, Seniors, Disability Services and Child Safety (Child Safety) is collecting your personal information for the purpose of assessing your suitability as a foster carer. As far as possible, we will collect this information directly from you. It may also be necessary for Child Safety to collect information from third parties such as family members, medical practitioners, or the Queensland Police Service. Sometimes people will contact the department and share information about you. Child safety will take reasonable steps to notify you when this occurs.

The collection of this information is authorised by the *Child Protection Act 1999* and the Child Protection Regulation 2023.

Child Safety may disclose relevant personal information to agencies who hold information that is relevant to the assessment, including the Queensland Police Service, Department of Transport and Main Roads. In circumstances where an interstate or international child protection check is required, your personal information may be provided to the government agency responsible for child protection in other Australian States and Territories and to International Social Services Australia and the New Zealand Oranga Tamariki (Ministry of Children).

Personal information provided to Child Safety will be managed in accordance with the *Information Privacy Act 2009*.

Under the *Childrens Court Rules 2016* and the *Director of Child Protection Litigation Act 2016*, Child Safety is required to provide relevant information to the Director of Child Protection Litigation (DCPL) in relation to child protection proceedings, and the DCPL has a duty to disclose documents relevant to the proceedings to each other party. Therefore, any information provided to Child Safety that may be relevant to current or future court proceedings may be provided to the parties, including the parents. This may include the results of screening checks, and the assessment report in relation to your application.

Your personal information will be handled in accordance with the *Information Privacy Act 2009*. More information about how we handle personal information is available on our [website](#) and in our [Privacy Policy](#). The Privacy Policy contains information about how you can access personal information held by Child Safety and seek correction of that information if it is inaccurate, out of date, incomplete, irrelevant or misleading. The Privacy Policy also contains information about how you may complain about a breach of the Queensland Privacy Principles and how Child Safety will deal with the complaint.

Assessor details

Report compiled by			
Position and contact details			
Signature		Date	

Applicant details	Applicant 1	Applicant 2
Applicant names		
Relationship to the children and how the applicant came to be identified		
Is the applicant a departmental employee?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, complete the <i>Advice to regional director</i> form and where applicable, the <i>Conflict of interest declaration</i> .		

Views about the proposed care arrangement with the carer applicant <i>(Note: Child Safety is responsible for obtaining the views of relevant parties. For an Aboriginal or Torres Strait Islander child in the custody or guardianship of the Chief Executive, consider the requirements of the Child Protection Act 1999, section 83. Complete the Independent entity form in ICMS).</i>		
Subject children		
Name and date of birth (add an attachment if required)	Is the child Aboriginal or Torres Strait Islander?	Has the child's views been sought?
	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Record the views of the children about the proposed care arrangement , or the reasons as to why the views of the children cannot be obtained:		
Parents <i>(For an Aboriginal or Torres Strait Islander child in the custody or guardianship of the Chief Executive, consider the requirements of the Child Protection Act 1999, section 83. Complete the Independent entity form in ICMS).</i>		
Name (add an attachment if required)		Have the parents' views been sought?
		<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No
Record the views of the parents about the proposed care arrangement or the reasons as to why the views of the parents cannot be obtained:		

Compliance with key steps as per the Child Safety Practice Manual	
Have the applicants been provided with the relevant fact sheets? <ul style="list-style-type: none"> Fact Sheet Foster & Kinship Care – Blue Cards Fact Sheet 1: What is Provisional Approval? 	<input type="checkbox"/> Yes <input type="checkbox"/> No
Has an APA been properly made? <i>(Confirm with the PSU or CSSC that the completed APA and relevant Blue Card forms have been lodged with CSU)</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No
Were the applicants provided with the 'Mandatory advice to blue card applicants'	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have any health/medical issues of the applicant considered?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Assessment information		
Mandatory sources	Completed	Dates / Comments
Brief interview with applicant in their home	<input type="checkbox"/>	
Household safety study (Part1 - mandatory safety requirements) <i>(Note any specific observations, such as number of bedrooms, cleanliness, etc)</i>	<input type="checkbox"/>	Mandatory requirements met: <input type="checkbox"/> Yes <input type="checkbox"/> No
ICMS review for CP History <i>(Review ICMS for details concerning child, applicant's and any household member's known history)</i>	<input type="checkbox"/>	
Discussed self-disclosures of criminal, traffic, DV and CP history with applicants <i>(Refer to pages 5 & 6 of the APA)</i>	<input type="checkbox"/>	
Discussed relevant health and wellbeing issues with applicants and how to manage these	<input type="checkbox"/>	
CSU Outcome / Urgent Criminal history for applicant and AHMs <i>(An RD may grant provisional approval where the CSU checks have not yet been received)</i>	<input type="checkbox"/>	
Manager to Manager endorsement, where the child is being placed in the area of another CSSC	<input type="checkbox"/>	

Brief assessment of the applicant's ability to meet the statement of standards (<i>Child Protection Act 1999</i> section 122)
a) The child's dignity and rights will be respected at all times <i>(e.g., children: favourite toys, books; safety, young people: privacy, safety)</i>
b) The child's needs for physical care will be met, including adequate food, clothing and shelter <i>(e.g., nutritional food, special dietary needs, privacy and space, safety of household, include practical capacity and transport)</i>
c) The child will receive emotional care that allows him or her to experience being cared about and valued and that contributes to the child's positive self-regard <i>(e.g., warm, caring and responsive language, conflict resolution)</i>
d) The child's needs relating to his or her culture and ethnic grouping will be met <i>(e.g., contact with extended family, facilitating family contact, contact with culturally appropriate services, participating in cultural events)</i>

<p>e) The child's material needs relating to his or her schooling, physical and mental stimulation, recreation and general living will be met (e.g., school materials, library materials, access to libraries, computer resources, exhibitions)</p>
<p>f) The child will receive education, training or employment opportunities relevant to the child's age and ability (e.g., play group, pre-school, school, TAFE, university, employment, career days)</p>
<p>g) The child will receive positive guidance when necessary to help him or her to change inappropriate behaviour (e.g., redirecting behaviour, not using physical discipline or strategies that humiliate the child)</p>
<p>h) The child will receive dental, medical and therapeutic services necessary to meet his or her needs (e.g., regular dental appointments, medical attention in response to sickness, inoculations, specialist services)</p>
<p>i) The child will be given the opportunity to participate in positive social and recreational activities appropriate to his or her developmental level and age (e.g., birthday parties, visiting friends, sports, hobbies)</p>
<p>j) The child will be encouraged to maintain family and other significant personal relationships (e.g., facilitating contact visits, telephone calls, e-mails, life book, photos)</p>
<p>k) If the child has a disability—the child will receive care and help appropriate to the child's special needs (e.g., attending specialist appointments, implementing care strategies recommended by specialists, ensuring the child has appropriate aides or equipment necessary to managing their disability)</p>
<p>(2) For subsection (1)(g), techniques for managing the child's behaviour must not include corporal punishment of punishment that humiliates, frightens or threatens the child in a way that is likely to cause emotional harm. (Provide brief detail about the applicant's understanding, willingness and ability to comply. Reference proposed strategies to be used)</p>
<p>If the applicant provides another regulated care services (eg. family day care, stand-alone care) from their home, please provide an assessment of how this may impact on their ability to provide quality care to a child placed with them.</p>
<p>Brief assessment about the applicant's suitability to be a provisionally approved carer in accordance with the Child Protection Regulation 2023, section 24. That is, the applicant does not pose a risk to the child's safety; and is able and willing to protect the child from harm. (Consider the proposed carer's attitude towards the alleged/known harm or risk of harm to the child, attitude towards the child's parents and ability to work with and comply with Child Safety's requirements for keeping the child safe, e.g., family contact requirements)</p>

Recommendation and rationale
Brief summary of the strengths/benefits of the proposed care arrangement for the children
Outline any risk or vulnerabilities of the proposed care arrangement for the children <i>(Consider the nature of the brief PAC assessment, any concerns about the applicant's ability to meet the Statement of Standards, and any vulnerabilities regarding the applicant's ability and willingness to protect the child from harm)</i>
Outline the strategies or supports that could be put in place to mitigate the identified risks and vulnerabilities
Outline any risk or vulnerabilities to the applicant or other children in the household <i>(for example, do the parents or family members of the child being considered for the care arrangement pose a safety risk for the applicants and children in the household?)</i>
Outline the strategies or supports that could be put in place to mitigate the identified risks and vulnerabilities <i>(e.g. a safety plan)</i>
Are you satisfied that the applicant meets the legislative requirements to be provisionally approved as a carer, in accordance with the <i>Child Protection Act 1999</i> sections 122 and 136C and the <i>Child Protection Regulation 2023</i>, sections 24, 25 and 26? <ul style="list-style-type: none">▪ <i>The applicant is a suitable person to be a provisionally approved carer for the child (does not pose a risk to the child's safety and is able and willing to protect the child from harm)</i>▪ <i>All members of the applicant's household are suitable persons to associate on a daily basis with the child</i>▪ <i>The applicant is able to meet the standards of care in the statement of standards.</i> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
Do you recommend the applicant for provisional approval? <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Comments:</p>
Are conditions considered necessary for inclusion on the certificate of provisional approval? <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> Detail recommended conditions and rationale for the proposed conditions