

Attachment A – Authority to Obtain Information from Centrelink



Authority to Obtain Information from Centrelink

Purpose of this form

This form must be used when a Disability Employment Services (DES) provider wishes to obtain information about a Participant's intellectual disability from Centrelink for the purpose of identifying a Participant as being Moderate Intellectual Disability Loading eligible.

Instructions for DES providers

DES providers must complete this form and fax it to their local Centrelink office. If Centrelink has the appropriate evidence, the evidence will be provided to the DES provider via the method indicated on the second page of this form. If Centrelink does not have the evidence, they will fax the second page of this form back to the DES provider.

Participant's JSID:.....

Declaration:

I.....
(Full Name of Participant or Nominee)

of.....
(Address)

Authorise Centrelink to release any relevant information in relation to my/the above Participant's intellectual disability to the following DES provider:

Provider Details:

DES Provider Name:.....
Address:.....
Phone: (.....).....
Fax: (.....).....

I understand that the information being requested will be used by the DES provider for the purpose of confirming eligibility for the Moderate Intellectual Disability Loading.

Signed:.....

(Signature of Participant or Nominee)

Dated:.....

This section must be completed by the DES Provider:

Participant's JSID:.....

Please select the method for Centrelink to notify you of the results of their search by ticking the appropriate box below:

☐

Provider representative to collect

☐

Authorised Courier to collect

☐

Centrelink to send via Registered Post*

*If selecting this option DES Providers must supply Centrelink with a self-addressed, Prepaid Registered Post envelope.

The following section is for Centrelink use only:

1. Does Centrelink have IQ information for this customer? Yes/No
 2. Does the information held by Centrelink, indicate the customer has an IQ of 60 or less?Yes/No
 3. If IQ score is unknown, does the information held by Centrelink indicate a range of IQ?Yes/No
- If yes, please state: _____