



Government Information (Public Access) Act 2009 ACCESS APPLICATION

Please complete this form to apply for formal access to government information under the *Government Information (Public Access) Act 2009 (GIPA Act)*. If you need help in filling out this form, please email the NSW Right to Information Officer at AMBULANCE-RightToInformation-GIPA@health.nsw.gov.au

For more information, please visit our website at <https://www.ambulance.nsw.gov.au/about-us/access-to-information/right-to-information>

1. Your details

Surname: **Title:** Mr/Mrs/Ms

Given names:

Postal address: **Postcode:**

Day-time telephone: **Facsimile:**.....

Email:

I agree to receive correspondence at the above email address.

2. Proof of identity/consent from other persons

Proof of identity is required when an applicant is requesting personal information on their own behalf. When requesting personal information about another person, written consent is required from that person.

Australian driver's licence with photograph, signature and current address

Current Australian passport

Other proof of signature and current address details

Written consent provided

3. Government information

Please mark with an X in the boxes below what record you are seeking:

Triple zero (000) call recording (Please note if you were not the caller you will need a signed authority. Please find attached authority form).

Incident Detail Report

Electronic Medical Record (eMR)

For the above records, please indicate the time, date, location (street name/s), involved person/s, caller name/s (and mobile number used for triple zero calls) and any other relevant particulars in relation to the incident/s you are seeking information about below.

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Other

If other, please describe the information you would like to access in enough detail to allow us to identify it.

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Note: If you do not give enough details about the information, we may refuse to process your application

Are you seeking personal information? **Yes / No** (circle one)

4. Form of access

How do you wish to access the information?

A copy of the document(s)

Inspect the document(s)

Access in another way (please specify)

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5. Application Fee

I attach payment of the **\$30 application fee** by credit card / EFT / Cheque / Money Order (circle one).

EFT Details

Westpac Bank

Sort Code/Bank Transit/BSB **032-020**

Account number **228033**

Swift/BIC WPACAU2S

NB: Please note **NSWA GIPA** in the reference section of the transaction and email the screenshot to

AMBULANCE-RightToInformation-GIPA@health.nsw.gov.au

6. Disclosure log

If the information sought is released to you and would be of interest to other members of the public, details about your application may be recorded in the agency's 'disclosure log'. This is published on the agency's website.

Do you object to this? **Yes / No** (circle one)

7. Discount in Processing charges

You may be asked to pay a charge for processing the application (\$30 / hour). If an access application is made for personal information, there is no processing charge for the first 20 hours. Processing charges for documents that do not relate to your personal affairs are \$30 per hour.

Some applicants may be entitled to a 50% reduction in their processing charges. If you wish to apply for a discount, please indicate the reason:

- Financial hardship – please attach supporting documentation (eg photocopy of a pension or Centrelink card).

AND / OR

- Special benefit to the public – please specify why below:

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Applicant's signature:

Date:



Please email this form to: AMBULANCE-RightToInformation-GIPA@health.nsw.gov.au



Credit Card Payment Form

Government Information (Public Access) Act 2009

This form is to be completed when paying by Credit Card for access to information under the provisions of the *Government Information (Public Access) Act (GIPA Act)*.

You must submit this form with your application.

APPLICANT DETAILS

First & Other Name(s)	Last Name
Business Name (if applicable)	ABN
Contact Phone Number	Email address

PAYMENT DETAILS

- Access Application** Amount \$30.00
- Concession Holder** Amount \$15.00
(copy of concession card required)

CREDIT CARD AUTHORITY

NSW Ambulance is collecting this information so that we can process the fees for you GIPA Act application. We will process the request using a secure interface with Westpac Banking Corporation, and will not disclose the information to any other third party.

Please debit my credit card to the amount of

\$

Card Type Visa

Mastercard

Expiry Date

(Month/Year)

Card Number

Card Holder Name

Card Holder Signature

Date

For office use only

Application Reference No.

Application Date

Receipt No.

Successful Payment Unsuccessful payment

Date

NOTICE OF AUTHORITY

TO: NSW AMBULANCE

RE: *name of caller* – Triple Zero (000) call request

I, (name and address), give permission for NSW Ambulance to release (the recording of the Triple Zero (000) call and record/s in relation to same call/s), through the Government Information (Public Access) (GIPA) application process.

I agree that the record/s can be released to (name of person making the GIPA application) as the applicant for the information.

SIGNED:

DATE: