

# Freedom of Information Application

Please PRINT clearly, completing ALL details



## 1. DETAILS OF PATIENT *(person whose information is being requested)*

Surname: .....  
Given Name(s): .....  
Date of Birth: .....  
Address in Medical Record: .....  
..... Post Code: .....

## 2. DETAILS OF APPLICANT *(person requesting the information)*

Surname: .....  
Given Name(s): .....  
Current Postal address: .....  
..... Post Code: .....  
E-mail: .....  
Telephone: Home: ..... Business: ..... Mobile: .....  
Relationship to patient: .....  
Signature: ..... Date: .....

## 3. IDENTIFICATION OF APPLICANT

**The applicant must provide official identification showing their current address and signature**

*Please tick **ONE** of the following and provide a copy, or present original if applying in person:*

- Drivers Licence
- Centrelink card
- Passport
- Other *(please specify)* .....

<b>Office use only:</b> <input type="checkbox"/> Original sighted Initials: .....
--

## 4. AUTHORITY FOR RELEASE OF INFORMATION

If the **Applicant is requesting their own information** (ie. is the Patient), no further authorisation is required – *proceed to section 5*

If the **Applicant is requesting information relating to another person**, the below authority must be completed and the relevant supporting evidence (documentation) provided

I, (print name) .....  
*(Patient/ Patient's legal representative from list below)*

do hereby authorise Western District Health Service to release information about the patient to the applicant.

Signature: ..... Date: .....

Authority under which this is signed:

- I am the patient
- Enacted Medical Enduring Power of Attorney *(provide a copy)*
- Enacted Medical Treatment Decision Maker *(provide a copy)*
- Guardianship *(provide a copy)*
- Administrator *(provide a copy)*
- Patient is deceased; I am the eldest Next of Kin in a continuing and close relationship
- Patient is under 18 years of age; I am the legal guardian of the patient (if there are Family Court Orders in place, a copy must be provided)

