



Please complete this form if you would like:

- Help with your application from a Blue Card Services Liaison Officer
- Someone else (an approved person) to contact Blue Card Services, on your behalf.

This form allows a Blue Card Services Liaison Officer or an approved person to:

- Help you to make the application
- Check with Blue Card Services for updates about your application
- Provide information to Blue Card Services on your behalf (**excluding** confidential information)
- Discuss your information with Blue Card Services, including some personal information required for the application (**excluding** confidential information)

*This form does **not** give the Blue Card Services Liaison Officer or approved person approval to discuss your confidential information, such as your criminal history.*

*If you want someone else to discuss your confidential information with Blue Card Services, you will need to complete the **Approval to Discuss Confidential Information with Blue Card Services** form instead.*

1. Applicant/Cardholder's details

First name	Middle name	Last name
<input type="text"/>	<input type="text"/>	<input type="text"/>
Date of birth		
<input type="text" value=""/> / <input type="text" value=""/> / <input type="text" value=""/>		
Current postal address		
<input type="text"/>		
Suburb	State	Postcode
<input type="text"/>	<input type="text"/>	<input type="text"/>
Telephone (daytime)	Email	
<input type="text"/>	<input type="text"/>	
Telephone (mobile)	Reference number/blue card number (if known)	
<input type="text"/>	<input type="text"/>	

2. Approved person's details

First name	Middle name	Last name
<input type="text"/>	<input type="text"/>	<input type="text"/>
Relationship to applicant/cardholder	Date of birth	
<input type="text"/>	<input type="text" value=""/> / <input type="text" value=""/> / <input type="text" value=""/>	
Current postal address		
<input type="text"/>		
Suburb	State	Postcode
<input type="text"/>	<input type="text"/>	<input type="text"/>
Telephone		
<input type="text"/>		
Signature of approved person	Date of signature	
<input type="text"/>	<input type="text" value=""/> / <input type="text" value=""/> / <input type="text" value=""/>	

3. Consent to contact

By signing this form, the person named in Part 2 of this form is allowed, if you ask them, to:

- help you make your application,
- check the status of your application,
- help you to provide the identity information needed for your application, and
- help you to provide personal information such as name, address or employer details needed to process your application.

This form only allows the Blue Card Services Liaison Officer or approved person to provide or discuss the information listed above. It does not allow other types of information, including your confidential information (such as criminal history) to be provided or discussed.

4. Validity of consent

This consent is only valid for your current application.

5. Applicant/cardholder's declaration

I declare that:

- the details provided in this form are true and correct,
- I consent to Blue Card Services discussing the information in Part 3 relating to my card/application with a Blue Card Services Liaison Officer or the approved person named in Part 2, and
- I understand that it is an offence to provide a false or misleading statement or document.

Signature of cardholder

Date of signature

Privacy notice

The Department of Justice (DOJ) is collecting your personal information under the *Working with Children (Risk Management and Screening) Act 2000 (WWC Act)*.

Your personal information is being collected for the purpose of verifying your identity, processing and assessing your application for a blue/exemption card, including your eligibility to work with children, contacting you to provide or obtain more information about your application and the blue/exemption card process, producing and issuing your blue/exemption card, administering the blue card system and meeting your obligations under the WWC Act.

DOJ will disclose your personal information to organisations you work for, or expect to work for, or provide services to, including information about whether you have a current application for or hold a current blue/exemption card, the outcome of this application which may include its withdrawal or negative notice and if your blue/exemption card is subsequently suspended or cancelled.

DOJ will also disclose your personal information to courts, tribunals, prosecuting authorities, law enforcement agencies, regulatory, governing, disciplinary or supervisory bodies, other Australian agencies that conduct screening of people who work with children or vulnerable people, other government agencies to verify your identity, including the Department of Transport and Main Roads (TMR), and their card producer, to produce your blue/exemption card, DOJ's information and communication technology service providers for the purpose of system support and development, authorised users of the home-based care register which is kept pursuant to the WWC Act and anyone you have agreed for DOJ to discuss your application with. TMR will provide the photograph they hold of you to their card producer and your photograph will be displayed on your blue/exemption card.

Your personal information may be transferred overseas where you access DOJ online services from outside Australia, where a service provider who provides services to DOJ has servers located outside Australia and in exceptional circumstances for card production purposes. Some email service providers store emails outside Australia. If yours does, then emails sent to you by DOJ will be stored outside Australia.

DOJ publishes confirmation about whether your blue card is valid.

DOJ may use electronic communication to provide information and to collect information for research purposes.

DOJ manages your personal information in accordance with the WWC Act and the *Information Privacy Act 2009* and will not disclose your personal information to other third parties except in accordance with the WWC Act and the *Information Privacy Act* or where otherwise required by law.

Human Rights

Section 58 of the *Human Rights Act 2019 (Qld)* requires public entities to act compatibly with human rights. Blue Card Services will give proper consideration to relevant human rights in its decision making.

Blue Card Services, Department of Justice

✉ PO Box 12671, Brisbane George Street QLD 4003

🏠 53 Albert Street, Brisbane QLD 4000

☎ 07 3211 6999 or 1800 113 611

🖱 www.qld.gov.au/bluecard