



This form is to be completed by a disqualified person\* to apply for an eligibility declaration.

\* A disqualified person is someone who:

- has been convicted† of a disqualifying offence, which includes having sex with a child (irrespective of the type of relationship e.g. teenage boyfriend/girlfriend), child exploitation offences, murder and other serious sexual or violent offences against an adult or child (irrespective of the penalty and regardless of when and where it occurred); or
is the subject of:
o reporting obligations or an offender prohibition order under the Child Protection (Offender Reporting and Offender Prohibition Order) Act 2004; or
o a disqualification order issued by a court prohibiting them from applying for or holding a blue card; or
o a sexual offender order under the Dangerous Prisoners (Sexual Offenders) Act 2003; or
is the respondent to an application for an offender prohibition order under the Child Protection (Offender Reporting and Offender Prohibition Order) Act 2004.

† Conviction/convicted means a finding of guilt by a court, or the acceptance of a plea of guilty by a court, whether or not a conviction is recorded and regardless of when and where it occurred.

A disqualified person can apply to be declared eligible to apply for a blue card.

An eligibility declaration may be issued only where a person has been convicted of a disqualifying offence, but did not receive an order of imprisonment and; it is determined that it is an exceptional case in which it would not harm the best interests of children for the person to be issued with an eligibility declaration.

In deciding the application any criminal history, disciplinary or investigative information will be considered.

Where an eligibility declaration is issued, a blue card application can then be lodged.

Further information about disqualified persons is available from www.qld.gov.au/bluecard or by contacting Blue Card Services on 07 3211 6999 or 1800 113 611.

Note: It is an offence for a disqualified person to make an application for a blue card unless they have been issued with an eligibility declaration.

All fields marked with ▲ MUST be completed or your application can not be processed.

▲ 1. Proof of identity

To support your application, you must provide a copy of an identification document (ID) or Customer Reference Number (CRN) confirmation letter issued by the Queensland Department of Transport and Main Roads (TMR).

The copy of your ID (front and back) or CRN confirmation letter (provided by TMR) must be certified by a Justice of the Peace, Commissioner for Declarations, Lawyer or Police Officer. If you do not attach a certified copy of the full document, it will delay your application.

Examples of ID issued by TMR in Queensland include:

- Driver licence • Marine licence • Motorcycle licence • Photo identification card • Proof of age card (18+ card)

What if you have never held one of the above products or your photo is too close to expiry?

You will need to visit a TMR customer service centre to have your photo taken and obtain a CRN confirmation letter. You will not have to pay for this. Please call 13 23 80 to locate your closest service centre. NOTE: Your TMR photo must be valid for a minimum 3 years and 1 month.

Mobile customer service units also operate in rural or remote communities. Alternatively, call 07 3211 6999 or 1800 113 611 for a remote pack.

Queensland Transport and Main Roads ID or CRN details:

Licence number or CRN (certified copy of the full document must be attached):

[Empty text box for licence number or CRN]

OFFICIAL USE ONLY

Receipt number:

Date:

[Date input fields and receipt number input box]

## 2. Personal details

▲ **Title** Mr  Mrs  Miss  Ms  Other

▲ **Full legal name**

First name

Middle name

Last name

No middle name (please tick)

**Gender**

Male  Female  Non-binary  Prefer not to state

▲ **Date of birth**

▲ **Place of birth**

Town/City

State/Territory

Country

**Cultural identity (if applicable)**

An Aboriginal person  A Torres Strait Islander person  An Aboriginal and Torres Strait Islander person  
 Prefer not to state  Do not identify

**Current or former professional roles (if applicable)**

Foster or kinship carer  Health practitioner  
 Operator/supervisor/carer of a child care or education service  Teacher

**Do you require an interpreter?**  Yes  No

**Preferred language**

▲ **Previous names or other names (if applicable)**

It does not matter how long ago you used the name or for how long the name was used. For example:

- birth name
- name before marriage
- married name
- alias
- change by certificate
- adoption
- changed order of name
- name used on legal document

First name

Middle name

Last name

If you require more space, please tick this box  and attach a separate list.

### 3. Contact details

#### Current postal address (within Australia)

Suburb	State	Postcode
<input type="text"/>	<input type="text"/>	<input type="text"/>

#### Current residential address (if different from above)

Suburb	State	Postcode
<input type="text"/>	<input type="text"/>	<input type="text"/>

#### Telephone (daytime)

#### Email

#### Telephone (mobile)

### 4. Payment options

The application fee is GST exempt (under division 81 of the A New Tax System (Goods and Services Tax) Act 1999), non-refundable and subject to change.

A \$101.30 fee is required. Please select one of the following payment methods:

- EFTPOS** (over the counter transaction only)
- Cheque/Money order**—made payable to Blue Card Services (ABN 13 846 673 994)
- BPoint**—pay by credit card at [www.qld.gov.au/bluecard](http://www.qld.gov.au/bluecard)

Receipt number

Date payment made

### 5. Declaration

I declare that:

- I am the applicant named in this form and I have provided all other names or aliases that I use or have used in the past;
- The information provided by me for this application is true and correct and I understand it is an offence to provide false or misleading information;
- I have read and understand the contents of this form.

Signature of applicant

Date

### Next step

Applications may be lodged by one of the following methods:

- U Scan and upload**  
[www.qld.gov.au/bluecard](http://www.qld.gov.au/bluecard)
- ✉ By post**  
PO Box 12671, Brisbane George Street QLD 4003
- 🏠 In person**  
53 Albert Street, Brisbane QLD 4000

## Privacy notice

The Department of Justice and Attorney-General (DJAG) 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.

DJAG 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.

DJAG 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, DJAG'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 DJAG 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 DJAG online services from outside Australia, where a service provider who provides services to DJAG 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 DJAG will be stored outside Australia.

DJAG publishes confirmation about whether your blue card is valid.

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

DJAG 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.

## Important information

You can withdraw your consent to screening at any time before a decision is made.

## Obligations while your application is being assessed

It is an offence for a disqualified person to start or continue in regulated employment or to carry on a regulated business, or to apply for a blue card unless the person has been issued with an eligibility declaration which is current. Penalties of up to 5 years imprisonment or a fine in excess of \$77,000 will apply for these offences.

If you change your name, address or contact details while your eligibility application is being assessed you must notify Blue Card Services within 7 days of the change occurring.


## 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 and Attorney-General

 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](http://www.qld.gov.au/bluecard)