

Public Interest Disclosure Form

Department of Health



This form is provided to help make disclosures to the Department of Health (the Department) under the *Public Interest Disclosure Act 2002*.

It can be used by officers and employees of the Department to make disclosures about the conduct of another officer or employee of the Department.

It cannot be used:

- to make disclosures about the Secretary, the Department, or another public body/officer; or
- by contractors, sub-contractors or members of the public (including people such as locums and volunteers who are engaged by the Department but aren't officers or employees).

These disclosures must be made to the [Ombudsman](http://www.ombudsman.tas.gov.au) (www.ombudsman.tas.gov.au) or [Integrity Commission](http://www.integrity.tas.gov.au) (www.integrity.tas.gov.au)

For more information, officers and employees can refer to the [Public Interest Disclosure Procedure](http://www.health.tas.gov.au/about_the_department/your_rights/public_interest_disclosure) (www.health.tas.gov.au/about_the_department/your_rights/public_interest_disclosure) or the [Public Interest Disclosure Information Sheet – Making a Disclosure and Protections](http://www.health.tas.gov.au/intranet/human_resources/relationships/worker/public_interest_disclosure) available on the intranet (www.health.tas.gov.au/intranet/human_resources/relationships/worker/public_interest_disclosure).

Discloser Details

Disclosures can be made anonymously however they may be harder to evaluate – for example, enough information needs to be provided to demonstrate that you are an officer or employee of the Department.

First Name		Surname	
Address			
Phone		<input type="checkbox"/> Preferred	
Email		<input type="checkbox"/> Preferred	
Are you an officer or employee of the Department?	<input type="checkbox"/> Yes <input type="checkbox"/> No. If no, don't complete this form and make your disclosure directly to the Ombudsman or Integrity Commission.		
Name of area you work in and your office/position title			

Who is the Disclosure About?

Name of person/people and their office/position title or type of work they perform	
Name of group, department and unit where the person/people you're making a disclosure about work	

Summary of the Disclosure

<p>Type of Conduct Select all that apply</p>	<input type="checkbox"/> Illegal <input type="checkbox"/> Poor administration <input type="checkbox"/> Wasteful <input type="checkbox"/> Dangerous to the environment <input type="checkbox"/> Detrimental action against person who has made/is making a disclosure <input type="checkbox"/> Other (please specify) <input type="checkbox"/> Corrupt <input type="checkbox"/> Professional Misconduct <input type="checkbox"/> Dangerous to health or safety <input type="checkbox"/> Breach of Code of Conduct
<p>Details Describe and provide details of the matter you are making a disclosure about.</p>	
<p>Witnesses State the name and details of any witnesses</p>	
<p>Relevant Documents and Dates</p>	
<p>Has this information been reported to any other body or person? (e.g. Ombudsman, Integrity Commission, Police)</p>	<input type="checkbox"/> No <input type="checkbox"/> Yes (provide details)

Note: Attach materials to support this declaration where needed.

Acknowledgement

I am aware that it is an offence to knowingly provide false information intending that it be acted on as a disclosed matter.

<p>Signature (or write anonymous)</p>		<p>Date</p>	
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What Next?

Disclosures to the Department can be submitted to the Secretary (Principal Officer) or one of the Department's Public Interest Disclosure Officers (listed below). This can be done directly or by emailing publicinterestdisclosure@health.tas.gov.au

- Chief People Officer
- Manager People Planning and Development
- Human Resource Manager *THS North/North West*
- Human Resource Manager *THS South*
- Director Employee Relations
- Chief Executive Hospitals South
- Chief Executive Hospitals North/North West
- Deputy Secretary Community, Mental Health and Wellbeing
- Deputy Secretary Clinical Quality, Regulation and Accreditation/CMO

Disclosures can also be made to the [Ombudsman](http://www.ombudsman.tas.gov.au) (www.ombudsman.tas.gov.au) or [Integrity Commission](http://www.integrity.tas.gov.au) (www.integrity.tas.gov.au)