Sharing information for child protection form

This form is to be completed and retained by [delegated officers](https://ppr.qed.qld.gov.au/delegation/child-protection-act-1999-director-general-delegations.pdf) as a record of information shared about a child or family under the *Child Protection Act 1999* (Qld) (CPA). Information may be shared between the Department of Child Safety, Seniors and Disability Services (Child Safety), prescribed entities (e.g the Department of Education (DoE) or specialist service providers such as Family and Child Connect) and service providers for certain purposes. Refer to the [Information sharing under the *Child Protection Act 1999* (Qld)](https://ppr.qed.qld.gov.au/pp/information-sharing-under-the-child-protection-act-1999-qld-procedure) procedure for details of when delegated officers may share information.

**Part A** is to be completed by the prescribed entity or service provider that is *requesting* information.

**Part B** is to be completed by the prescribed entity or service provider that is *providing* information. Part B can be used to provide information to Child Safety, a prescribed entity or service provider on a DoE delegated officer’s own initiative (i.e. even if a request has not been made) for the purposes outlined in the [Information sharing under the *Child Protection Act 1999* (Qld)](https://ppr.qed.qld.gov.au/pp/information-sharing-under-the-child-protection-act-1999-qld-procedure) procedure.

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| Relevant section of the [*Child Protection Act 1999* (Qld)](https://www.legislation.qld.gov.au/view/html/inforce/current/act-1999-010) under which information is being shared **(must be completed)** | section 159MA – information is shared between prescribed entities and service providers to help decide whether to report a suspicion of harm or risk of harm to Child Safety  section 159MB – information is shared between prescribed entities or service providers and Child Safety to help Child Safety investigate and assess a suspicion of harm or risk of harm  section 159MC(1) – information is shared between prescribed entities or service providers and Child Safety to help plan effectively for a relevant child  section 159MC(2) and (3) – information is shared between Child Safety, prescribed entities and service providers to help plan effectively for a child in need of protection  section 159MD – information is shared between Child Safety or prescribed entities and prescribed entities or service providers to decrease the likelihood of a child becoming in need of protection | | |
| **Part A Information requested** | | | |
| Date of request | | | |
| Degree of urgency | Immediate/today | < 5 days | 5 days - 14 days+ |
| Agency, prescribed entity or service provider requesting information |  | Name of person  Position |  |
| Declaration | I declare that I am delegated and/or authorised to request information under the section of the [*Child Protection Act 1999* (Qld)](https://www.legislation.qld.gov.au/view/html/inforce/current/act-1999-010) indicated above. | | |
| Signature of delegated and/or authorised officer |  | | |
| Name of student/family information is about |  | | |
| Information sought |  | | |
| Reason information is sought |  | | |

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| **Part B Information provided** | | | |
| Information provided |  | | |
| Date/s information issued |  | Time |  |
| Name of agency, prescribed entity or service provider providing information |  | | |
| Name of delegated and/or authorised officer |  | Position |  |
| Declaration | I declare that I am authorised and/or delegated to provide information under the section of the [*Child Protection Act 1999* (Qld)](https://www.legislation.qld.gov.au/view/html/inforce/current/act-1999-010) indicated above.  I have formed a reasonable belief that the information may help for the purposes of the section of the [*Child Protection Act 1999* (Qld)](https://www.legislation.qld.gov.au/view/html/inforce/current/act-1999-010) indicated above. | | |
| Signature of delegated and/or authorised officer |  | | |