



REF: FOI:16-06

AB

foi+request-1681-ab0b3d44@righttoknow.org.au

Dear AB

I refer to your application under the ACT Freedom of Information Act 1989 (the Act), received by ACT Health on 29 February 2016, in which you requested access to documents regarding complaints relating to infection control.

Under section 18 of the Act, an agency must take all reasonable steps to notify you of a decision on your application within 30 days. The 30 day period in relation to your request ends on Wednesday 30 March 2016.

Processing charges may be payable in relation to your request. Should you be liable to pay a processing charge, you will be notified in writing of the preliminary assessment and given an opportunity to make an application that the charge should be remitted in whole or in part. This may affect the time within which your application must be processed.

Any charges that may be payable in relation to your request will be assessed in accordance with the *Freedom of Information (Fees) Determination 2015*. Further information about freedom of information requests, including the relevant legislation and some helpful guidelines, are available online at:

<http://health.act.gov.au/public-information/consumers/freedom-information>

Please be aware that under the ACT Government's Online FOI Publication Policy, information released to you under the Act may be published on the internet.

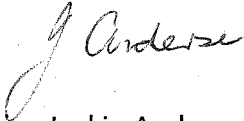
The release of any information which would constitute an unreasonable disclosure of personal information or business affairs will not be made publicly available under this policy.

A copy of the policy, detailing what information may be published on the internet, is available online at:

http://www.cmd.act.gov.au/data/assets/pdf_file/0016/250333/FOI_Web_Release_Policy_-_Final.pdf

If you have any questions about the processing of your request, or would like any further information, please contact the ACT Health Freedom of Information Coordinator on (02) 6205 1340 or via email at HealthFOI@act.gov.au

Yours sincerely

A handwritten signature in black ink, appearing to read 'Jackie Andersen', written in a cursive style.

Jackie Andersen
Senior Manager
Ministerial and Government Services

2 March 2016