



Australian Government
Specialist Medical Review Council

Friday, 19 October 2018

Ms Verity Payne

By email only: [foi+request-4817 100e7d13@righttoknow.org.au](mailto:foi+request-4817%20100e7d13@righttoknow.org.au)

Dear Ms Payne

Decision on your Freedom of Information Request

I refer to your request dated and received by the Specialist Medical Review Council (**SMRC**) on 18 September 2018, for access to the following documents under the *Freedom of Information Act 1982* (the **FOI Act**):

“...copy of the first page only (cover page is fine), of all current, contracts the SMRC has, that contain a confidentiality clause within them...”

My decision

The SMRC holds one document (totalling two pages) that relates to your request.

I have decided to grant you full access to the document.

Please see the schedule at Attachment A for a list of the document being released.

On 4 October 2018, the SMRC acknowledged your request.

How we will send your documents to you

The document is attached.

You can ask for a review of our decision

If you disagree with any part of the decision you can ask for a review. There are two ways you can do this. You can ask for an internal review from within the department, or an external review by the Office of the Australian Information Commissioner. You do not have to pay for reviews of decisions. See **Attachment B** for more information about how to arrange a review.

Further assistance

If you have any questions please email SMRC.registrar@dva.gov.au or telephone us on (07) 3223 8420.

Convener: Professor Charles Guest

Address all Communications to: **The Registrar, SMRC, PO Box 965, Brisbane QLD, 4001**

Tel: (07) 3223 8420

Email: SMRC.registrar@dva.gov.au Website: www.smrc.gov.au

Kind regards

A handwritten signature in blue ink, reading "Jan Boman". The signature is written in a cursive style with a large, looping initial "J".

Registrar



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Attachment A

LIST OF DOCUMENTS FOR RELEASE

Doc No.	Pages	Date	Description	Comments
1.	2	1.12.13	Deed of Agreement and Deed of Variation with FILEforce Brisbane Pty Ltd	

Convener: Professor Charles Guest

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Attachment B

INFORMATION ON RIGHTS OF REVIEW

FREEDOM OF INFORMATION ACT 1982

Asking for a full explanation of a Freedom of Information decision

Before you ask for a formal review of a FOI decision, you can contact us to discuss your request. We will explain the decision to you. This gives you a chance to correct misunderstandings.

Asking for a formal review of a Freedom of Information decision

If you still believe a decision is incorrect, the *Freedom of Information Act 1982* (FOI Act) gives you the right to apply for a review of the decision. Under sections 54 and 54L of the FOI Act, you can apply for a review of an FOI decision by:

1. an Internal Review Officer in the Department of Human Services (the department); and/or
2. the Australian Information Commissioner.

Note 1: There are no fees for these reviews.

Applying for an internal review by an Internal Review Officer

If you apply for internal review, a different decision maker to the departmental delegate who made the original decision will carry out the review. The Internal Review Officer will consider all aspects of the original decision and decide whether it should change. An application for internal review must be:

- made in writing
- made within 30 days of receiving this letter
- sent to the address at the top of the first page of this letter.

Note 2: You do not need to fill in a form. However, it is a good idea to set out any relevant submissions you would like the Internal Review Officer to further consider, and your reasons for disagreeing with the decision.

Applying for external review by the Australian Information Commissioner

If you do not agree with the original decision or the internal review decision, you can ask the Australian Information Commissioner to review the decision.

Convener: Professor Charles Guest

Address all Communications to: **The Registrar, SMRC, PO Box 965, Brisbane QLD, 4001**

Tel: (07) 3223 8420

Email: SMRC.registrar@dva.gov.au Website: www.smrc.gov.au

If you do not receive a decision from an Internal Review Officer in the department within 30 days of applying, you can ask the Australian Information Commissioner for a review of the original FOI decision.

You will have 60 days to apply in writing for a review by the Australian Information Commissioner.

You can **lodge your application**:

Online: www.oaic.gov.au

Post: Australian Information Commissioner
GPO Box 5218
SYDNEY NSW 2001

Email: enquiries@oaic.gov.au

Note 3: The Office of the Australian Information Commissioner generally prefers FOI applicants to seek internal review before applying for external review by the Australian Information Commissioner.

Important:

- If you are applying online, the application form the 'Merits Review Form' is available at www.oaic.gov.au.
- If you have one, you should include with your application a copy of the Department of Human Services' decision on your FOI request
- Include your contact details
- Set out your reasons for objecting to the department's decision.

Complaints to the Information Commissioner and Commonwealth Ombudsman

Information Commissioner

You may complain to the Information Commissioner concerning action taken by an agency in the exercise of powers or the performance of functions under the FOI Act. There is no fee for making a complaint. A complaint to the Information Commissioner must be made in writing. The Information Commissioner's contact details are:

Telephone: 1300 363 992

Website: www.oaic.gov.au

Commonwealth Ombudsman

You may also complain to the Ombudsman concerning action taken by an agency in the exercise of powers or the performance of functions under the FOI Act. There is no fee for making a complaint. A complaint to the Ombudsman may be made in person, by telephone or in writing. The Ombudsman's contact details are:

Phone: 1300 362 072

Website: www.ombudsman.gov.au

The Commonwealth Ombudsman generally prefers applicants to seek review before complaining about a decision.