



20 February 2019

Our reference: LEX 42296

FOI Applicant

Only by email: foi+request-5243-1375e4b9@righttoknow.org.au

Dear Madam/Sir

Freedom of Information Request – Preliminary assessment of charges

I refer to your original request, dated and received by the Department of Human Services (**department**) on 2 February 2019, made under the *Freedom of Information Act 1982 (FOI Act)*, for the following documents:

'Could you please provide documents that include the information that relates to the Practice Incentives Program eHealth Incentive Program [ePIP]' as per this webpage: <https://www.humanservices.gov.au/organisations/health-professionals/enablers/ehealth-incentive/47761>

- 1. What date did this program commence?*
- 2. How many GP practices are currently participating in the ePIP program (as of 2 February 2019)?*
- 3. A list, current of 2 February 2019, of all GP practices participating in the ePIP program.*
- 4. From the commencement of the ePIP program until 2 February 2019, how many GP practices have participated in the ePIP program?*
- 5. Briefing notes, or summaries, or audits relating to the effectiveness of the ePIP program.*
- 6. The total sum of all payments made under the ePIP program.*
- 7. The total number of shared health summaries uploaded to My Health Record, by virtue of the ePIP program.'*

The department received an email, dated and received on 9 February 2019, revising your original request to (**revised request**):

'Further to the original request lodged 2 February 2019, I wish to narrow the scope of some of the requested documents. Subsequent to the lodgement of the request, publicly available information makes clear that the ePIP requirement to upload shared health summaries [SHS] to the My Health Record [MHR] system was introduced after the commencement of the ePIP program.'



Accordingly, the scope of items 1, 4, 5, 6 are narrowed as follows:

1. What date did the ePIP eligibility requirement for participating practices to upload SHS for a minimum of 0.5% of the practice’s standardised whole patient equivalent become mandatory [‘the commencement date’]?

4. From the commencement date until 2 February 2019, how many GP practices have participated in the ePIP program?

5. Briefing notes, or summaries, or audits relating to the effectiveness of the ePIP program after the commencement date.

6. The total sum of all payments made under the ePIP program from the commencement date.

The scope of the other documents requested at items 2, 3 and 7 remain unchanged.’

On 13 February 2019, the department notified you that parts 1, 5, 6, and 7 of your request has been transferred to the Department of Health pursuant to section 16 of the FOI Act.

Our department will proceed with processing parts 2, 3 and 4 of your FOI request.

Preliminary Assessment of the Charge

In accordance with section 29 of the FOI Act and regulation 9 of the *Freedom of Information (Charges) Regulations 1982 (Regulations)*, I have decided that you are liable to pay a charge for the processing of your request.

My preliminary assessment of that charge is \$53.37 calculated as follows:

Document production: 0.25 hours, at \$31.89 per hour	\$7.97
Decision-making (after deduction of 5 hours*): 2.27 hours, at \$20 per hour	\$45.40
TOTAL	\$53.37

*The FOI Act provides that the first five hours of decision-making time are free of charge and this is reflected in the calculation.

I am advised that the department holds 1 document, with 64 pages, relevant to your request.

Please note that the payment of the charge does not guarantee access to the document, in full or in part.

Required Action

If you would like the department to continue processing your request, you must notify the department in writing within 30 days of receiving this notice that you:

- a) agree to pay the charge; or
- b) wish to contend that the charge:
 - i. has been wrongly assessed; or
 - ii. should be reduced or not imposed; or
 - iii. both.



Alternatively, you may wish to withdraw your request.

If you do not provide a written response in accordance with one of options a) or b) above within 30 days of receiving this notice, your request will be taken to have been withdrawn under section 29(2) of the FOI Act.

Further information on options a) and b) are set out below.

Option a) – pay the charge

As the charge exceeds \$25.00 but is less than \$100.00, you must pay a deposit of \$20.00 within 30 days of receiving this notice, if you wish for the department to continue processing your FOI request. You may also elect to pay the charge in full at this point.

You may select from one of the following payment methods:

1. Online payment via Government EasyPay – follow [this link](#) and enter the relevant details. You will need your FOI LEX reference number, **42296**; or
2. Cheque made out to the Collector of Public Monies and posted to Freedom of Information, Department of Human Services, PO Box 7820, Canberra BC, ACT 2601; or
3. Money order made out to the Collector of Public Monies and posted to Freedom of Information, Department of Human Services, PO Box 7820, Canberra BC, ACT 2601.

If you elect to pay the charge, please email FOI.LEGAL.TEAM@humanservices.gov.au to advise us of your payment. Please quote reference number **LEX 42296** in this correspondence.

Option b) – seek reduction or non-imposition of the charge

You may contend that the charge has been wrongly assessed, or should be reduced or not imposed. Section 29(5) of the FOI Act provides that, in deciding whether to reduce or not to impose a charge, the decision-maker must take into account any relevant reasons, including whether payment of the charge, or part of it, would cause you financial hardship, and whether the giving of access to the documents is in the general public interest or in the interest of a substantial section of the public.

If you wish to contend that the charge has been wrongly assessed or should be reduced or not imposed, please set out your reasons and the evidence in support of your reasons as clearly as possible. If you believe that payment of the charge would cause you financial hardship, please provide sufficient details of your financial circumstances to enable the decision-maker to make a well-informed decision in this regard.

Time limits for processing your request

Section 31 of the FOI Act provides that where a notice is sent to an applicant regarding the payment of a charge in respect of a request, the time limit for processing the request is suspended from the date the notice is received until either:

- a) the day following the payment of the charge (in full or the required deposit); or



- b) if applicable, the day following the notification to the applicant of a decision not to impose the charge.

Address for correspondence

Please send all correspondence regarding your FOI request to me at the following address:

Freedom of Information Team
Department of Human Services
PO Box 7820
CANBERRA ACT 2601

Or by email to FOI.LEGAL.TEAM@humanservices.gov.au.

Publication of information in the FOI disclosure log

Information released under the FOI Act may be published in a disclosure log on the department's website. Section 11C of the FOI Act requires this publication, subject to certain exceptions, including where publication of personal, business, professional or commercial information would be unreasonable.

Further assistance

If you have any questions please email FOI.LEGAL.TEAM@humanservices.gov.au

Kind regards

Molly

Authorised FOI Decision Maker
Freedom of Information Team
Employment Law and Freedom of Information Branch | Legal Services Division
Department of Human Services