

# Blue card application process for persons carrying on a regulated business

Are the child-related services or activities of the business covered under the blue card system?

Yes

No

Does an exemption apply?

There are a number of instances in which a person may be exempt from requiring a blue card.

Please check the specific regulated business category relevant to your activities to determine whether an exemption applies.

Blue Card Services can only screen for activities that are regulated by the *Working with Children (Risk Management and Screening) Act 2000*. If the work is not covered by the blue card system, the person does not require a blue card and Blue Card Services are unable to screen the applicant.

Yes

No

A blue card is required.

If an exemption applies, the applicant does not require a blue card but may require an exemption card.

For more information about the specific categories of regulated business, go to [www.bluecard.qld.gov.au](http://www.bluecard.qld.gov.au)

The categories are:

- Assessor or auditor of a provisionally accredited, or accredited, non-state school
- Child accommodation services including home stays
- Child care (including education and care)
- Director of a corporation which is the governing body for a provisionally accredited, or accredited non-state school
- Education programs conducted outside school
- Foster or kinship care
- Health, counselling and support services (including disability services)
- Licensed care services
- Operators of hostels for rural children
- Private teaching, coaching or tutoring
- Religious representatives
- Sport and active recreation

Please complete a *Blue card business application (BCB) form* and lodge it with the prescribed application fee.

Please note that a person proposing to carry on a regulated business must not commence providing child-related activities until they hold a valid blue card and positive notice letter.

If you are a registered teacher or police officer, you may need to apply for an exemption card by submitting an *Exemption card business application (EB) form*.

For further information, please refer to the Blue Card Services website and the *Applying for an exemption card flow chart*.

The completed application form can be lodged with Blue Card Services through our website, in person, by post or by fax. As a regulated business, you must develop and implement a child and youth risk management strategy which is reviewed annually. For more information, refer to the online *Child and Youth Risk Management Strategy Toolkit* and videos on the Blue Card Services Learning Portal at [www.bluecard.qld.gov.au](http://www.bluecard.qld.gov.au).

You must advise Blue Card Services if you cease carrying on your business or if you engage other people in child-related employment. Failure to notify Blue Card Services is an offence and you may be subject to a penalty for failing to do so.