



ELG

Valid for lodgement  
until 30 June 2019

## Eligibility declaration application

*Working with Children (Risk Management and Screening) Act 2000*

**This form is to be completed by a disqualified person# to apply for an eligibility declaration.**

A disqualified person is someone who:

- has been convicted<sup>^</sup> of a disqualifying offence, which includes having sex with a child (irrespective of the type of relationship e.g. teenage boyfriend/girlfriend, unlawful carnal knowledge) or other child-related sex or pornography offences or the murder of a child (irrespective of the penalty and regardless of when and where it occurred); or
- is the subject of:
  - reporting obligations under the *Child Protection (Offender Reporting) Act 2004*; or
  - an offender prohibition order under the *Child Protection (Offender Prohibition Order) Act 2008*; or
  - a disqualification order issued by a court prohibiting them from applying for or holding a blue card; or
  - a sexual offender order under the *Dangerous Prisoners (Sexual Offenders) Act 2003*.

\*Non-conviction charge means, whether a person was charged as an adult or a child, a charge: that has been withdrawn; that has been the subject of a nolle prosequi, a no true bill or a submission of no evidence to offer; that led to a conviction that was quashed on appeal; or upon which a person was acquitted or disposed of by a court otherwise than by way of conviction.

<sup>^</sup>Conviction/convicted means a finding of guilt by a court, or the acceptance of a plea of guilty by a court, whether or not a conviction is recorded and regardless of when and where it occurred.

A disqualified person can apply to be declared eligible to apply for a blue card in certain limited circumstances.

An eligibility declaration may be issued only where it is determined that it is an exceptional case in which it would not harm the best interests of children for the person to be issued with an eligibility declaration.

An eligibility declaration cannot be issued where a person:

- has been sentenced to imprisonment in relation to a disqualifying offence;
- has current reporting obligations under the *Child Protection (Offender Reporting) Act 2004*;
- is subject to a child protection offender prohibition order;
- is subject to a disqualification order made by a court; or
- is subject to a sexual offender order under the *Dangerous Prisoners (Sexual Offenders) Act 2003*.

Where an eligibility declaration is issued, a blue card application can then be lodged.

Further information about disqualified persons is available from [www.bluecard.qld.gov.au](http://www.bluecard.qld.gov.au) or by contacting Blue Card Services on 3211 6999 or 1800 113 611.

**Note:** It is an offence for a disqualified person to sign an application for a blue card unless they have been issued with an eligibility declaration.

### OFFICIAL USE ONLY

Receipt number:

Date:

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Initials:



Applicant's name

# Eligibility declaration application

Part A – Applicant’s details	
<p><b>1</b> Title      Mr <input type="checkbox"/>   Mrs <input type="checkbox"/>   Miss <input type="checkbox"/>   Ms <input type="checkbox"/></p> <p style="padding-left: 20px;">Other <input style="width: 150px;" type="text"/></p>	<p><b>11</b> Do you identify as? (if applicable)</p> <p><input type="checkbox"/> Aboriginal   <input type="checkbox"/> Torres Strait Islander</p> <p><input type="checkbox"/> Aboriginal and Torres Strait Islander</p> <p><input type="checkbox"/> Prefer not to state</p>
<p><b>2</b> Full legal name</p> <p><b>Family name</b> <input style="width: 100%;" type="text"/></p> <p>First name <input style="width: 100%;" type="text"/></p> <p>Middle name <input style="width: 100%;" type="text"/></p> <p>No middle name (please tick) <input type="checkbox"/></p>	<p><b>12</b> Are you, or have you ever been a: (please tick)</p> <p><input type="checkbox"/> Foster or kinship carer</p> <p><input type="checkbox"/> Health practitioner</p> <p><input type="checkbox"/> Operator/supervisor/carer of a child care or education service</p> <p><input type="checkbox"/> Teacher</p>
<p><b>3</b> Do you have a previous name, or have you been known by any other name?</p> <p>Yes <input type="checkbox"/> (record details below)      No <input type="checkbox"/></p> <p>It does not matter how long ago you used the name or how long the name was used for e.g.</p> <ul style="list-style-type: none"> <li>• birth name    • name before marriage    • married name</li> <li>• alias            • change by certificate    • adoption</li> <li>• changed order of name</li> </ul> <p><b>Family name</b> <input style="width: 100%;" type="text"/></p> <p>First name <input style="width: 100%;" type="text"/></p> <p>Middle name <input style="width: 100%;" type="text"/></p> <p>If you require more space, please tick this box <input type="checkbox"/> and attach a separate list.</p>	<p><b>13 Applicant’s declaration</b></p> <p>I declare that:</p> <ul style="list-style-type: none"> <li>• I am the applicant named in this form and have not omitted any names or aliases that I use or have used in the past;</li> <li>• the information and identification documents provided by me for this application are true and correct and I understand it is an offence to provide a false or misleading statement or document;</li> <li>• I have read and understand the contents of this form;</li> </ul> <div style="border: 2px solid black; height: 80px; margin: 10px 0;"></div> <p>Date of signature      <input style="width: 30px;" type="text"/> <input style="width: 30px;" type="text"/>    <input style="width: 30px;" type="text"/> <input style="width: 30px;" type="text"/>    <input style="width: 30px;" type="text"/> <input style="width: 30px;" type="text"/> <input style="width: 30px;" type="text"/> <input style="width: 30px;" type="text"/></p>
<p><b>4</b> Gender <input style="width: 100%;" type="text"/></p>	
<p><b>5</b> Date of birth    <input style="width: 30px;" type="text"/> <input style="width: 30px;" type="text"/>    <input style="width: 30px;" type="text"/> <input style="width: 30px;" type="text"/>    <input style="width: 30px;" type="text"/> <input style="width: 30px;" type="text"/> <input style="width: 30px;" type="text"/> <input style="width: 30px;" type="text"/></p> <p style="font-size: small; text-align: center;">D   D            M   M            Y   Y   Y   Y</p>	
<p><b>6</b> Place of birth</p> <p>Town/City <input style="width: 100%;" type="text"/></p> <p>State/Territory <input style="width: 100%;" type="text"/></p> <p>Country <input style="width: 100%;" type="text"/></p>	
<p><b>7</b> Current postal address (within Australia)</p> <p><input style="width: 100%;" type="text"/></p> <p><input style="width: 100%;" type="text"/></p> <p style="text-align: right;">Postcode <input style="width: 100%;" type="text"/></p>	
<p><b>8</b> Current residential address (if different to above)</p> <p><input style="width: 100%;" type="text"/></p> <p><input style="width: 100%;" type="text"/></p> <p style="text-align: right;">Postcode <input style="width: 100%;" type="text"/></p>	
<p><b>9</b> Telephone number</p> <p>Daytime      <input style="width: 30px;" type="text"/> <input style="width: 30px;" type="text"/>    <input style="width: 30px;" type="text"/> <input style="width: 30px;" type="text"/> <input style="width: 30px;" type="text"/> <input style="width: 30px;" type="text"/> <input style="width: 30px;" type="text"/> <input style="width: 30px;" type="text"/> <input style="width: 30px;" type="text"/> <input style="width: 30px;" type="text"/> <input style="width: 30px;" type="text"/></p> <p>Mobile        <input style="width: 30px;" type="text"/> <input style="width: 30px;" type="text"/> <input style="width: 30px;" type="text"/> <input style="width: 30px;" type="text"/>    <input style="width: 30px;" type="text"/> <input style="width: 30px;" type="text"/> <input style="width: 30px;" type="text"/> <input style="width: 30px;" type="text"/> <input style="width: 30px;" type="text"/> <input style="width: 30px;" type="text"/></p>	
<p><b>10</b> Email <input style="width: 100%;" type="text"/></p> <p><input style="width: 100%;" type="text"/></p>	

Applicant’s name

## Part B – Proof of identity

A prescribed person is responsible for sighting the applicant's identification documents. A prescribed person is a:

- Justice of the Peace
- Commissioner for Declarations
- Lawyer
- Police Officer

The prescribed person must check **two current, original** identification documents from the applicant which collectively show the **applicant's full name, date of birth and signature**. The applicant's details on their identification documents must match the details provided in Part A.

One of the following combinations must be used: **EITHER**

List 1 + List 1 (one must show a signature)

OR

List 1 + List 2 (one must show a signature)

If one of the valid identification combinations above cannot be provided, complete and attach a 'Request to consider alternative identification' form.

Please indicate which identification documents have been sighted by placing a  in the box.

### LIST 1

#### SIGNATURE DOCUMENT

- Driver licence/learner permit/proof of age card  
**Licence No:**   
**Issued in the state of:**   
 Australian Passport (current or expired in the last 2 years)

#### NON-SIGNATURE DOCUMENT

- Birth certificate (or extract)  
 Proof of Australian citizenship or permanent residency  
 Overseas Passport (current)  
**Country of issue:**

### LIST 2

#### SIGNATURE DOCUMENT

- Pension Concession card/Department of Veterans' Affairs Entitlement card/Seniors Health card/Health care card/any other current financial entitlement card issued by Department of Human Services.  
 Credit card or bank card (*do not attach copy*)  
 Positive Notice Blue or Exemption card  
 Student identification card issued by an education institution (with photo and signature)  
 Queensland Gaming Machine Licence

#### NON-SIGNATURE DOCUMENT

- Medicare card  
 Queensland crowd controller/private investigator/security officer licence  
 Passbook or account statement issued by a financial institution dated in the last 6 months  
 Australian taxation assessment notice dated in the last 6 months  
 Queensland Licence issued under the *Weapons Act 1990*

If possible, please attach a photocopy of the documents sighted for verification purposes (excluding credit or bank cards).

## Part C – Declaration by prescribed person

I declare that:

- I have checked the details provided in this form and confirm they match those on the identification documents sighted; and
- I understand that it is an offence to provide a false or misleading statement or document.

I am a:

- Justice of the Peace  
 Commissioner for Declarations  
 Lawyer  
 Police Officer

Signature of prescribed person

Name of prescribed person

Date of signature     
D D M M Y Y Y Y

Stamp and Registration  
No. (if applicable)

Applicant's name

## Part D – Payment options

The application fee is GST exempt (under division 81), non refundable and subject to change.

A **\$90.25** fee is required. Please select one of the following payment methods:

**Credit card**—complete payment online at [www.bluecard.qld.gov.au](http://www.bluecard.qld.gov.au)

Receipt number  Date payment made 

D	D	M	M

Y	Y	Y	Y

**Cash or EFTPOS** (over the counter transaction only)

**Cheque/Money order**—made payable to Blue Card Services (ABN 60 789 586 626)

Postal address for receipt (must be completed if the receipt is to be sent to someone other than the applicant)

Postcode

## Privacy Notice

The Department of Justice and Attorney-General (DJAG) is collecting your personal information under the *Working with Children (Risk Management and Screening) Act 2000*. Where relevant, DJAG will disclose personal information to organisations you work for or provide services to about whether you have a current application for, or hold a current blue/exemption card; the outcome of this application which may include its withdrawal or negative notice, or if your blue/exemption card is subsequently suspended or cancelled. DJAG publishes confirmation about whether your blue card is valid. DJAG will use and disclose your personal information to assess your application for a blue/exemption card and will disclose your personal information to courts, law enforcement agencies, disciplinary or supervisory bodies or anyone you have agreed for DJAG to discuss your application with. It may also be used to contact you with more information about your application and the Blue Card process. DJAG may use electronic communication for matters of information provision and collection of data for research purposes. DJAG manages your personal information in accordance with the *Information Privacy Act 2009*.

## Important information

You can withdraw your consent to screening at any time before a decision is made.

## Obligations while your application is being assessed

It is an offence for a disqualified person to apply for, start or continue in regulated employment or to carry on a regulated business, or to apply for a blue card unless the person has been issued with an eligibility declaration which is current. Penalties of up to 5 years imprisonment or a fine in excess of \$55,000 will apply for these offences.


If you change your name, address or contact details while your eligibility application is being assessed you must notify Blue Card Services within 14 days of the change occurring.

## Application lodgement

Applications may be lodged by one of the following methods:

 **Scan and upload**  
[www.bluecard.qld.gov.au/uploadform](http://www.bluecard.qld.gov.au/uploadform)

 **By post**  
PO Box 12671, Brisbane George Street QLD 4003


 **In person**  
53 Albert Street, Brisbane QLD 4000


 **By fax**  
07 3035 5910

Blue Card Services, Department of Justice and Attorney-General

 PO Box 12671, Brisbane George Street QLD 4003

 53 Albert Street, Brisbane QLD 4000

 07 3211 6999 or 1800 113 611

 07 3035 5910

 [www.bluecard.qld.gov.au](http://www.bluecard.qld.gov.au)