



Queensland
Government

**TOWNSVILLE HOSPITAL AND HEALTH SERVICE
TOWNSVILLE HOSPITAL**

Enquiries to Karen Roberts
Release of Information
Telephone: 4433 1319
Facsimile: 4433 1331
File Ref: 14272-GeaneyJ-10/11/2016
Your Ref:

Mr Jeffrey Geaney
PO Box 71
Charters Towers QLD 4820

Dear Mr Geaney

Re: Application Received 9/11/2016

I refer to your application which was received by the Townsville Hospital and Health Service on the above date, in which you seek access to the following documentation –

" All CCTV footage from 1pm October 6 2016 to 5pm October 11 2016 from the HDU/PICU Acute Mental Health Unit at the Townsville Hospital. As well as 2 Static Photos taken on the HDU camera. "

Application requirements

Section 43 of the IP Act sets out the requirements an application for access must comply with before an agency is able to deal with the application. Unfortunately, your application does not comply with all of the statutory requirements for applications.

Correcting noncompliance

Section 53 of the IP Act requires that we inform you how your application does not comply with the relevant application requirements, and give you a reasonable opportunity to consult with a view to making an application in a form complying with all relevant application requirements.

- Evidence of your identification as set out in section 3 of the *Information Privacy Regulation 2009*.
Please provide an original certified copy of your identity; under the Regulation the copy must be certified by a Justice of the Peace, a Commissioner for Declarations or a Lawyer.

In order for your application to be processed, you must address the matters set out below **no later than 25 November 2016**.

Should noncompliance not be corrected

Until the noncompliance described above has been corrected, the application cannot be progressed as a valid application.

Office
Townsville Hospital
100 Angus Smith Drive
TOWNSVILLE QLD 4810

Postal
PO Box 670
TOWNSVILLE QLD 4810

Contact
Telephone: (07) 4433 1319
Facsimile: (07) 4433 1331
Email: TSV-TTH-ROI@health.qld.gov.au

Section 53(5) of the IP Act states that, if the required information is not provided, the result is a decision refusing to deal with the application on grounds of noncompliance with all relevant application requirements. This is a reviewable decision, subject to (optional) internal review within Townsville Hospital and Health Service, and external review by the independent Office of the Information Commissioner.

Further information

Further information about the Information Privacy process can be found on the Townsville Hospital and Health Service Right to Information website: <http://www.health.qld.gov.au/townsville/About/publications/right-to-information.asp>

Please contact the Administration Officer on telephone (07) 4433 1319 or via email TSV-TTH-ROI@health.qld.gov.au quoting **134-1617** should you have any queries regarding this application.

Yours sincerely,



Karen Roberts

Release of Information

Clinical Information Service

Townsville Hospital

Townsville Hospital and Health Service

10/11/2016

Office
Townsville Hospital
100 Angus Smith Drive
TOWNSVILLE QLD 4810

Postal
PO Box 670
TOWNSVILLE QLD 4810

Contact
Telephone: (07) 4433 1319
Facsimile: (07) 4433 1331
Email: TSV-TTH-ROI@health.qld.gov.au