

**FREEDOM OF INFORMATION APPLICATION FORM**

**PATIENT DETAILS**

<b>Surname</b>		<b>Given Name(s)</b>	
<b>Street Address</b>			
<b>Suburb/Town</b>		<b>Postcode</b>	
<b>Phone</b>			
<b>Date of Birth</b>		<b>UR No. (if known)</b>	
<b>Email address</b>			

**APPLICANTS DETAILS (if different from above)**

<b>Surname</b>		<b>Given Name(s)</b>	
<b>Street Address</b>			
<b>Suburb/Town</b>		<b>Postcode</b>	
<b>Phone</b>			
<b>Email address</b>			
<b>Relationship to patient</b>	<i>Please attach supporting documentation</i>		

<b>For requests relating to children under the age of 16</b>	Is the child subject to a Family Court Order? <input type="checkbox"/> No <input type="checkbox"/> Yes <i>Please attach copy of Court order</i>
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**DOCUMENTS REQUESTED**

**Indicate which campus(es) of Bendigo Health you require information from:**

Bendigo Hospital Campus   
  Anne Caudle Campus (Community Health)   
  Mental Health Services

- Common documents in a medical record include:**
- Discharge Summaries
  - Operation Reports & Anaesthetic Records
  - Care Plans
  - Emergency Department notes
  - Radiology and Pathology results
  - Observation Charts
  - Clinical / Progress Notes
  - Correspondence and Referral Letters
  - Medication Records

**Describe clearly the documents you wish to access (include date range, subject matter, types of documents):**

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Are you willing to receive edited documents?:      YES / NO      *(Please circle one)*

*Some documents you require may need to have some information deleted if it is exempt or irrelevant according to the Freedom of Information Act 1982 (Vic). If you are not willing to receive a copy of an edited document, the document will **not** be released.*

<b>Form of access</b> <input type="checkbox"/> Copy of documents; or <input type="checkbox"/> Inspect documents	<b>Delivery of documents</b> <input type="checkbox"/> Email (no delivery charge) <i>if possible, not all documents are electronic</i> <input type="checkbox"/> Registered mail (\$11.00); or <input type="checkbox"/> Collection in person (no charge) <i>from main hospital, with photo ID</i>
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