



*Disability Services Act 2006*

# **Disability Services Regulation 2006**

**Reprinted as in force on 1 July 2011**

**Reprint No. 1B**

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The reprint includes a reference to the law by which each amendment was made—see list of legislation and list of annotations in endnotes. Also see list of legislation for any uncommenced amendments.

This page is specific to this reprint. See previous reprints for information about earlier changes made under the Reprints Act 1992. A table of reprints is included in the endnotes.

**Also see endnotes for information about—**

- **when provisions commenced**
- **editorial changes made in earlier reprints.**

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Queensland

# Disability Services Regulation 2006

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# Disability Services Regulation 2006

[as amended by all amendments that commenced on or before 1 July 2011]

## Part 1 Preliminary

### 1 Short title

This regulation may be cited as the *Disability Services Regulation 2006*.

### 2 Commencement

This regulation commences on 1 July 2006.

### 3 Dictionary

The dictionary in schedule 4 defines particular words used in this regulation.

## Part 2 Prescribed requirements

### Division 1 Matters applying generally

#### 4 Prescribed requirements—Act, s 59

This part prescribes the requirements relating to the provision of disability services to people with a disability by a funded non-government service provider (the *provider*).

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## 5 Requirement to *keep* a policy

A requirement that the provider *keep* a policy is a requirement that the provider prepare the policy and keep it up-to-date.

## 6 Funding agreement

- (1) Nothing in this part affects the provider's obligations under the funding agreement entered into by the provider.
- (2) However, if there is an inconsistency between the funding agreement and this regulation, the regulation prevails.

## 7 Requirement to *implement* a policy

A requirement that the provider *implement* a policy is a requirement that, when providing disability services, the provider implement and comply with the procedures and other matters stated in the policy.

## 8 Policies to take account of differences, customs and diversity

The provider's policies must state the way the provider will provide its disability services so that appropriate regard is had to local and regional differences, cultural diversity and Aboriginal tradition and Island custom.

*Editor's note—*

*Acts Interpretation Act 1954*, section 36—

***Aboriginal tradition*** means the body of traditions, observances, customs and beliefs of Aboriginal people generally or of a particular community or group of Aboriginal people, and includes any such traditions, observances, customs and beliefs relating to particular persons, areas, objects or relationships.

***Island custom***, known in the Torres Strait as Ailan Kastom, means the body of customs, traditions, observances and beliefs of Torres Strait Islanders generally or of a particular community or group of Torres Strait Islanders, and includes any such customs, traditions, observances and beliefs relating to particular persons, areas, objects or relationships.

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## **Division 2                      Governance and accountability**

### **9                      Purpose of div 2**

The purpose of this division is to ensure that the provider has in place arrangements to assist in managing its affairs.

### **10                    Election policy for governing body**

- (1) The provider must keep and implement an election policy.
- (2) In this section—

*election policy* means a policy outlining the procedures the provider will use to ensure that each executive officer is familiar with—

- (a) the procedure for the election or appointment of executive officers; and
- (b) the circumstances under which a person becomes ineligible for appointment as, or to continue to be, an executive officer.

### **11                    Induction policy for executive officers of governing body**

- (1) The provider must keep and implement an executive officer induction policy for persons who become executive officers after the commencement of this regulation.
- (2) If the provider has a code of conduct for executive officers, the provider must ensure that the induction process in the policy includes giving information to executive officers about the code.
- (3) In this section—

*executive officer induction policy* means a policy outlining the procedures for induction the provider will use to ensure that—

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- (a) the induction results in the provider's executive officers being able to effectively manage the provider's disability services; and
- (b) the materials for induction are reviewed and kept up-to-date so executive officers are able to effectively manage the provider's disability services.

## **12 Conflict of interest policy**

- (1) The provider must keep and implement a conflict of interest policy.
- (2) In this section—

*conflict of interest* includes a potential conflict of interest.

*conflict of interest policy* means a policy outlining the procedures the provider will use to ensure that—

- (a) conflicts of interest of the provider's executive officers, employees and volunteers are declared, recorded and managed; and
- (b) a person is not involved in decision making for a matter in relation to which the person has a conflict of interest.

## **13 Financial delegations policy**

- (1) The provider must keep and implement a financial delegations policy.
- (2) In this section—

*financial delegations policy* means a policy outlining the procedures the provider will use to ensure that—

- (a) appropriate financial delegations are in place; and
- (b) appropriate internal controls are in place to prevent misuse or misappropriation of funds.

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**14 Accounting and financial record keeping**

The provider must have accounting and financial record keeping systems that allow funding provided by the department to be accurately identified and accounted for.

**15 Budget policy**

- (1) The provider must keep and implement a policy outlining the procedures the provider will use to ensure that—
  - (a) at the start of the financial year, the provider prepares a budget for the financial year that includes expected income, expected expenditure and cash flow projections; and
  - (b) during the financial year, the provider—
    - (i) regularly reviews its actual income, expenditure and cash flow against the amounts stated in its budget; and
    - (ii) makes the revisions to the budget that are necessary or appropriate to ensure the disability services provided by the provider are viable and sustainable and the provider has enough funds to meet its debts and expected expenditure.
- (2) If the provider only provides disability services for part of the financial year, this section applies as if a reference to the financial year were a reference to the part of the financial year for which disability services are provided.

**Division 3 Protecting people from abuse  
neglect or exploitation**

**16 Purpose of div 3**

The purpose of this division is to protect people with a disability from abuse, neglect or exploitation.

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## **17 Abuse, neglect or exploitation policy**

- (1) The provider must keep and implement an abuse, neglect or exploitation policy consistent with the department's policy about preventing abuse, neglect or exploitation of people with a disability.
- (2) The chief executive must keep a copy of the department's policy available for inspection free of charge by providers at—
  - (a) the department's head office and regional offices; and
  - (b) other places the chief executive considers appropriate.
- (3) Also, the chief executive must publish the department's policy on the department's web site on the Internet.
- (4) In this section—

*abuse, neglect or exploitation policy* means a policy outlining the procedures the provider must use to prevent and respond to the abuse, neglect or exploitation of people with a disability.

## **Division 4 Deciding eligibility in relation to the delivery of disability services**

### **18 Purpose of div 4**

The purpose of this division is to ensure that the provider makes fair and consistent decisions about eligibility for the provider's disability services.

### **19 Eligibility policy**

- (1) The provider must keep and implement an eligibility policy consistent with the department's policy about deciding eligibility in relation to the delivery of disability services.
- (2) The provider must implement the policy consistently and fairly.

- 
- (3) The chief executive must keep a copy of the department's policy available for inspection free of charge by providers at—
    - (a) the department's head office and regional offices; and
    - (b) other places the chief executive considers appropriate.
  - (4) Also, the chief executive must publish the department's policy on the department's web site on the Internet.
  - (5) In this section—

*eligibility policy* means a policy outlining the criteria the provider will use to decide eligibility for the provider's disability services.

## **Division 5                      Resolving complaints**

### **20            Purpose of div 5**

The purpose of this division is to ensure that—

- (a) information is available about how a person may make a complaint to the provider; and
- (b) complaints made are dealt with fairly.

### **21            Complaints policy**

- (1) The provider must keep and implement a complaints policy.
- (2) The policy must—
  - (a) provide information about how a person may make a complaint; and
  - (b) provide for a prompt response to complaints; and
  - (c) ensure that a person who makes a complaint is provided with relevant and timely feedback on the outcome of the complaint; and
  - (d) provide for the person who makes the complaint to be advised that the person may complain to the department

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or a relevant complaints agency if the person is not satisfied with the outcome of the complaint; and

- (e) allows grievances about the provider's disability services to be pursued without the fear of the services being discontinued or recrimination from the provider.
- (3) In this section—

*complaints policy* means a policy outlining the procedures and principles the provider will use to deal with and resolve complaints relating to the provider's disability services.

## **Division 6                      Keeping a register of policies**

### **22            Purpose of div 6**

The purpose of this division is to ensure that there is a register to enable the status of policies required to be kept under this regulation to be checked.

### **23            Provider must keep register of policies**

- (1) The provider must keep a register of the policies to be kept under this regulation.
- (2) The register must include the following—
  - (a) the name of each policy;
  - (b) the date it was made;
  - (c) the date it was last reviewed;
  - (d) the date it is due to be reviewed;
  - (e) the date it was last amended.
- (3) The provider may keep the register in a form the provider considers appropriate, including an electronic form.
- (4) The register must be readily available to allow inspection by an authorised officer.

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## **Division 7                      Collecting and reporting data about the provision of disability services**

### **24            Purpose of div 7**

The purpose of this division is to ensure that the provider reports the data necessary to enable the chief executive to report to the Commonwealth.

### **25            Provider must report certain data**

- (1) The provider must report the data necessary to enable the chief executive to report to the Commonwealth under the Commonwealth State Agreement for the National Minimum Data Set.
- (2) The provider must report the data to the chief executive as follows—
  - (a) for the period from 1 January to 31 March in a year—by 30 April in that year;
  - (b) for the period from 1 April to 30 June in a year—by 31 July in that year;
  - (c) for the period from 1 July to 30 September in a year—by 31 October in that year;
  - (d) for the period from 1 October to 31 December in a year—by 31 January the following year.
- (3) The chief executive must keep a copy of the Commonwealth State Agreement and the National Minimum Data Set available for inspection free of charge by providers at—
  - (a) the department’s head office and regional offices; and
  - (b) other places the chief executive considers appropriate.
- (4) Also, the chief executive must publish the Commonwealth State Agreement and the National Minimum Data Set on the department’s web site on the Internet.

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## **Part 3                      Other matters**

### **Division 1                Insurance**

#### **26        Insurance cover—Act, s 57**

The insurance cover required under section 57 of the Act is a policy of public liability insurance for at least \$10m.

### **Division 2                Application for prescribed notice**

#### **26A      Fee for application for prescribed notice—Act, s 83**

For section 83(2)(d) of the Act, the prescribed fee is \$72.50.

#### **27        Documents relating to proof of engaged person's identity—Act, s 83**

- (1) For section 83(3)(b) of the Act, a funded non-government service provider must sight 1 primary identification document, and 1 secondary identification document, for the engaged person.
- (2) At least 1 of the documents sighted under subsection (1) must show the engaged person's signature.
- (3) If the engaged person's name in a document sighted under subsection (1) differs from the engaged person's current name, the provider also must sight—
  - (a) an official document evidencing the engaged person's change of name; or
  - (b) a document the chief executive considers provides sufficient evidence of the engaged person's change of name.

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*Examples for subsection (3)(a) of an official document evidencing a change of name—*

- 1 marriage certificate
- 2 deed poll

## **Division 2A            Other applications**

### **27A    Fee for application for cancellation—Act, s 100**

For section 100(4)(c) of the Act, the prescribed fee is \$72.50.

### **27B    Fee for application for replacement—Act, s 106**

For section 106(2) of the Act, the prescribed fee is \$11.

### **27C    Fee for application for an eligibility declaration—Act, s 107F**

For section 107F(4)(c) of the Act, the prescribed fee is \$72.50.

## **Division 3            Records**

### **28    Records—Act, s 214**

- (1) The records required to be made and kept by a funded non-government service provider under section 214 of the Act are the following—
  - (a) the address of each of the provider's service outlets;
  - (b) the name, address and telephone number for each of the provider's consumers;
  - (c) the name, address and telephone number for the person nominated as the emergency contact for each of the provider's consumers;
  - (d) the following relating to the screening of persons engaged or proposed to be engaged by the provider—

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- (i) copies of applications or other documents given by the provider to the chief executive;
    - (ii) documents received by the provider from the chief executive;
  - (e) documents relating to written complaints made to the provider about the delivery of disability services by the provider;
  - (f) details of each conflict of interest arising under the provider's conflict of interest policy, including how the conflict was dealt with;
  - (g) copies of documents given by the provider to the chief executive relating to incidents that have happened in the provision of disability services by the provider;
  - (h) if a compliance notice has been given to the provider, a copy of the compliance notice;
  - (i) data collected for the National Minimum Data Set;
  - (j) a record of the financial delegations and internal controls in place under the financial delegations policy;
  - (k) the financial records required to be kept by the provider under the funding agreement entered into by the provider.
- (2) The records mentioned in subsection (1) must be kept for at least 7 years.

## **Division 4                      Transitional**

### **29            Screening of persons engaged by funded non-government service providers—Act, s 236**

- (1) For section 236 of the Act, the first column of schedule 3 names a funded non-government service provider and the second column assigns a category to that service provider.
- (2) The following periods apply to the categories assigned—
  - (a) category 1—4 months after the commencement;

- (b) category 2—5 months after the commencement;
  - (c) category 3—6 months after the commencement.
- (3) In this section—
- category 1** means accommodation support services or respite services.
- category 2** means community support services or community access.
- category 3** means—
- (a) advocacy or information services or services that provide alternative forms of communication; or
  - (b) research, training or development services.
- commencement** means the commencement of the Act, part 16.

## **Schedule 1      Primary identification documents**

section 27

- birth certificate
- current Australian driver licence containing a photograph of the engaged person
- international travel document
- citizenship certificate
- visa or entry permit under the *Migration Act 1958* (Cwlth)
- current consular identity document containing a photograph of the engaged person
- a document the chief executive considers provides sufficient identification of the engaged person

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## Schedule 2      Secondary identification documents

## section 27

- recent account or notice issued by a public utility
  - Examples—*
    - 1 council rates notice
    - 2 electricity account statement
    - 3 gas account statement
    - 4 land valuation notice
    - 5 telephone account statement
- recent document evidencing electoral enrolment
- identification card issued by the Commonwealth or a State as evidence of the engaged person's entitlement to a financial benefit
  - Examples—*
    - 1 Commonwealth seniors health card
    - 2 health care card
    - 3 medicare card
    - 4 pensioner concession card
    - 5 repatriation health card
- current account card, or current credit card, issued by a financial institution
  - Editor's note—*

See the *Acts Interpretation Act 1954*, section 36, definition financial institution.
- account statement issued by a financial institution that shows the statement's date of issue to be less than 1 year before the statement is sighted

Schedule 2

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- passbook issued by a financial institution that shows the passbook's last entry to be less than 1 year before the passbook is sighted
- a document the chief executive considers provides sufficient identification of the engaged person

## Schedule 3 Transitional arrangements for screening

### section 29

Name of funded non-government service provider	Category
Ablecare Pty Ltd	2
Aborigines and Islanders Alcohol Relief Service Ltd	1
Access Arts Inc.	2
Access Recreation Inc.	2
Accommodation Community Care & Essential Support Services Inc.	1
ACROD Limited (Qld Division)	3
Advanced Care Australia Pty Ltd	1
ALARA Association Inc.	1
Allowance Incorporated	1
Alzheimers Association of Queensland Inc.	1
Amparo Advocacy Inc.	3
Anglicare - Central Queensland Limited	1
ARAFMI Queensland Inc.	1
Aramac Shire Council	1
ARC Disability Services Inc.	1
Arundel Park Riding Centre Inc.	2

## Schedule 3

<b>Name of funded non-government service provider</b>	<b>Category</b>
Assisting Collaborative Community Employment Support Services Inc.	1
Autism Early Intervention Unit	2
Autism Queensland Inc.	1
Avenues Lifestyle Support Assoc Inc.	1
Backstop Respite Care Inc.	1
Baralaba Community Aged Care Association Incorporated	1
Barrambah Accommodation Support Service Inc.	1
Bay Support Services Group Inc.	1
Bayside Community Options Inc.	2
Bayside Respite Care Association Inc.	1
Bethany Care Ltd	1
Better Hearing Australia Brisbane Inc.	3
Bill Groth Pty Ltd	1
Blackhall Shire Council	2
Blue Care: Head Office	1
Bowen Flexi Care Inc.	2
Brain Injury Assoc Qld Inc.	1
Branches Lifestyle Support Pty Ltd	1
Breakaway Inc.	1

<b>Name of funded non-government service provider</b>	<b>Category</b>
Breakaway Toowoomba Inc.	1
Bundaberg Aboriginal and Torres Strait Islander Housing & Advancement Society	2
Bundaberg Skills Centre Inc.	2
Burdekin Community Association Inc.	2
Burnett Respite Services Inc.	1
Caloundra Catholic Community Homes Ltd	1
Capricorn Citizen Advocacy Inc.	3
Capricorn Respite Care Association Inc.	1
Care Goondiwindi Association	1
Cartmill Centre Burpengary Riding for Disabled Assoc Inc.	2
Centacare Townsville	1
Cerebral Palsy League of Queensland	1
Charters Towers Neighbourhood Centre Inc.	2
Charters Towers Warringnu Aboriginal & Torres Strait Islanders Corporation	2
Cherbourg Aboriginal Shire Council	1
Choice Support Service Inc.	2
Clermont Multi-Purpose Health Service Incorporated	2
Coastal Accommodation Support Service Incorporated	1

## Schedule 3

<b>Name of funded non-government service provider</b>	<b>Category</b>
CODA South Carers of Disabled Adults Assoc Inc.	1
Community Access & Transition Serv Inc.	2
Community Access Respite Service Inc.	2
Community Care Incorporated	1
Community Connection Inc.	1
Community Focus Association Inc.	2
Community Lifestyle Support Inc.	1
Community Lifestyles Agency Inc.	1
Community Living Assn Inc.	2
Community Resource Unit Inc.	3
Connections Inc.	2
Corporate Development Services (Aust) Pty Ltd & WAPDAS Pty Ltd	1
Crossroads (Qld)	2
Disabilities Action Group (D.A.G's) Inc.	1
Diversicare	1
Douglas Shire Community Services Assoc Inc.	1
Down Syndrome Association of Queensland Inc.	3
Dundalli Aboriginal and Torres Strait Islander Corporation for Youth	1
East Coast Community Care Inc.	1

<b>Name of funded non-government service provider</b>	<b>Category</b>
Emerald & District Social Development Association Inc.	2
Endeavour Foundation	1
Enhanced Care Assoc Inc.	1
Epilepsy Queensland Inc.	3
Flexi Options Aust. Pty Ltd	1
Flinders Disability Support Services Inc.	1
FNQ Independent Living Support Association Inc.	1
FOCAL Extended Inc.	2
Foundation for Independence Recreation & Social Training Inc.	2
Fraser Coast Family Networks Inc.	1
FSG Australia	1
Gemfields Community Support Assn Inc.	2
Gladstone & District Respite Care Association Incorporated	1
Gladstone Community Linking Agency Inc.	1
Gold Coast Advocacy Group Inc.	3
Gold Coast Community Lifestyles Assoc Inc.	1
Gold Coast Recreation & Sport Inc.	2
Golden Doves Disability Support Association Pty Ltd	2

## Schedule 3

<b>Name of funded non-government service provider</b>	<b>Category</b>
Granite Belt Support Services (G.B.S.S.) Inc.	1
Grass Castle Care Pty Ltd	1
Greek Orthodox Community of Saint George	1
Guide Dogs for the Blind Association of Queensland	2
Handihome Inc. (previous Handihome Sunnybank)	1
Handihome Sunnybank Inc.	1
Headway Gold Coast Inc.	1
Hear and Say Centre for Deaf Children Limited	3
Help Enterprises	2
Help Handicapped Enter Life Project (HHELP) Darling Downs Inc.	1
Hervey Bay Community Access Assn Inc.	2
Hinterland Community Care Inc.	1
Home Support Association Inc.	2
Home West Association Inc.	1
Homelife Assoc Inc.	1
Hopevale Aboriginal Council	1
Horizon Foundation Inc.	2
Horizons Respite & Recreation Assn Inc.	2
Hornberg Pty Ltd	1

<b>Name of funded non-government service provider</b>	<b>Category</b>
Hub Community Network Inc.	2
Iama Community Council	2
Impact Employment Service Inc.	2
Inclusion Works Association Inc.	2
Independent Advocacy in the Tropics Inc.	3
Independent Living Centre Association of Qld Inc.	3
Individualised Community Access Services Pty Ltd	2
Ingham Parents Support Group Inc.	1
Innisfail District Flexi Respite	1
Insight Disability Pty Ltd	2
Integrated Family & Youth Service Incorporated	1
Intellectually Handicapped Persons Association Qld	1
Ipswich Tenancy Advocacy Services Inc.	3
Islamic Womens Association of Qld Inc.	2
Jobmatch Association Inc.	2
Jones, Gloria Jean	1
Jural No. 19 Pty Ltd	1
Karakan Hostels	1
Keppel Community Care Association Inc.	1
Kevin Cocks Pty Ltd	1

## Schedule 3

<b>Name of funded non-government service provider</b>	<b>Category</b>
Kiah Association Inc.	1
Kith and Kin Association Limited	1
Kyabra Community Association Inc.	2
L'Arche Brisbane Inc.	1
Leeding Care Australia Pty Ltd	1
Leisure Connections Assn Inc.	2
Lifeline Community Care	1
Lifeline Darling Downs and South West Queensland Limited	2
Lifeline North Qld	2
Lifestyle Options Inc.	1
Link in Association Sunshine Coast Inc.	2
Lutheran Church of Australia Qld District	1
Mackay Advocacy Inc.	3
Mackay and District Education Centre Ltd	2
Mackay and District Respite Care Association Inc.	1
Mackay and District Spinal Injuries Assoc Inc.	1
Mackay Family Care & Community Support Inc.	1
Mackay Life Enhancement Group Inc.	1
Maddison Consulting Group Pty Ltd	1
Mainstream Community Assoc Inc.	1

<b>Name of funded non-government service provider</b>	<b>Category</b>
Mamre Association Inc.	1
Manor Money Pty Ltd	1
Mareeba District Flexi-Support Association Inc.	1
Margaret Ellen (Peggy) Johnston Pty Ltd	1
Maroochy Neighbourhood Centre Inc.	2
Mayne, Kirsty Deanne Hobbs, Andrew John Charles	1
Meeting the Needs Pty Ltd	1
Mental Health Association (QLD) Inc.	3
Micah Projects Inc.	2
Mobile Attendant Care Service Inc.	1
Mount Isa Association for Mental Health Inc.	2
Mt Isa Skills Association Inc.	2
Multicap	1
Multiple Sclerosis Society of Queensland	1
Mundubbera Community Development Association Inc.	1
Muscular Dystrophy Association of Queensland Inc.	3
Neulor Owhy Centre Association Inc.	2
New Way Agencies Pty Ltd	2
North Queensland Aboriginal & Torres Strait Islanders Aged & Disabled Care	1

## Schedule 3

Name of funded non-government service provider	Category
Open Minds	1
OZCARE	2
Parent to Parent Association Qld Inc.	3
Peace Lutheran Church Gatton	1
Phoenix Lifestyle Support Association Inc.	1
Pine Rivers Shire Council	2
Pony Riding for the Disabled Association	2
Port Kennedy Association Incorporated	1
Qld Assoc for People with Spina Bifida or Hydrocephalus Inc.	3
Qld Rec & Sport Assn for People with Intellectual Disability	1
Quality Lifestyle Alliance Inc.	1
Quality Lifestyle Support Pty Ltd	1
Qualtime Association Inc.	2
Queensland Braille Writing Association	3
Queensland Community Service & Health Industries Training CNL	3
Queensland Deaf Society Inc.	1
Queensland Lifestyle Services	1
Queensland Narrating Service	3

<b>Name of funded non-government service provider</b>	<b>Category</b>
Queensland Radio for the Print Handicapped Limited	3
Queenslanders with Disability Network Inc.	3
Real Living Options	2
Recreation Independence and Socialization in the Community Assoc	2
Redcliffe Opportunities for Peoples Enhancement Assoc Inc.	2
Redland Respite Care Committee Inc.	1
Redlands Bayside Disability Services Incorporated	2
Rights in Action Inc.	3
River North Lifestyles Association Inc.	1
Roma Town Council	2
Roman Catholic Trust Corp for Diocese of Rockhampton	1
Royal Blind Foundation Queensland	1
Rural Lifestyle Options Association Inc.	1
Sandgate & Bracken Ridge Action Group Incorporated	2
Sequal Association Inc.	2
SHARE Bayside Incorporated	1
South Burnett Community Training Centre Inc.	2

## Schedule 3

<b>Name of funded non-government service provider</b>	<b>Category</b>
South Burnett Senior Citizens Welfare Association Incorporated	1
Southern Cross Care (Qld) Inc.	1
Speaking Up for You Inc.	3
Spiral Community Hub Co-op Ltd	2
Spinal Injuries Association Inc.	1
Springboard Inc.	1
St John's Community Care Limited	1
St Marks Further Education Centre	2
St Vincent de Paul Society Queensland	1
Staffing Options for Community Services Pty Ltd	1
Stepping Stones Clubhouse Inc.	2
Stepping Stones Lifestyle Options Inc.	2
Suncare Community Services Inc.	1
Sunshine Coast Family Networks Association Inc.	1
Sunshine Coast Independent Living Service	1
Sunshine Coast Link Family Scheme Inc.	1
Sunshine Welfare & Remedial Assoc	2
Supported Options in Lifestyle and Access Services Inc.	1
Tableland Community Link Association Incorporated	2

<b>Name of funded non-government service provider</b>	<b>Category</b>
Tableland Employment Agency Inc.	2
Tableland Respite Care Association Inc.	1
Teralba Association Inc.	1
The Advocacy and Support Centre Inc.	3
The Aikido Institute Inc.	2
The Baptist Union of Queensland	1
The Burdekin Flexible Support Service Inc.	2
The Central Highlands and Western Qld Family Support Association	1
The Cootharinga Society of North Queensland	1
The Corporation of the Synod of the Diocese of Brisbane	1
The Corporation of the Trustees of the Order of the Sisters of Mercy in Queensland	1
The Corporation of the Trustees of the Roman Catholic Archdiocese of Brisbane	1
The Maryborough & District Committee on the Ageing Inc.	3
The Qld Alliance of Mental Illness & Psychiatric Disability Group Inc.	3
The Queensland Society for Crippled Children	1
The Richmond Fellowship of Queensland	1
The Salvation Army Red Shield Subbranch Returned Services League	1

## Schedule 3

<b>Name of funded non-government service provider</b>	<b>Category</b>
The Schizophrenia Fellowship of Queensland Inc	2
The Spectrum Organisation Association Inc.	2
The University of Queensland	3
The Wheelchair & Disabled Association of Australia	1
TIPACL Inc.	1
TLB Assistance Pty Ltd	1
Town & Country Community Options Assn Inc.	2
Uniting Church in Australia Frontier Services	2
Vision Australia	3
Wambo Shire Council	1
Warrina Community Co-operative Ltd	1
Warwick Community Training Centre Inc.	2
Waycage Pty Limited	2
Weeroona Association Inc.	2
Westside Community Services Limited	2
Whitsunday Flexible Respite Care Inc.	1
Wide Bay Respite Services Association Incorporated	1
Wuchopperen Health Service Limited	2
Wujal Wujal Aboriginal Council	1

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<b>Name of funded non-government service provider</b>	<b>Category</b>
Wuni-oombra Family Disability Respite Care Aboriginal Corporation	1
Xavier Children Support Network	2
YMCA of Bundaberg Inc.	2
Youth & Family Service (Logan City) Inc.	2

## Schedule 4 Dictionary

### section 3

***Australian driver licence*** see the *Transport Operations (Road Use Management) Act 1995*, schedule 4.

***Australian electoral roll*** means an electoral roll maintained under a law of the Commonwealth or a State.

***birth certificate***, for an engaged person, means a certified copy of a birth certificate of the engaged person containing the name of at least 1 of the engaged person's parents.

***citizenship certificate***, for an engaged person, means a certificate, declaration or other instrument of the engaged person's nationality issued under the *Australian Citizenship Act 1948* (Cwlth).

***Commonwealth State Agreement*** means the agreement called Commonwealth State/Territory Disability Agreement made between the State and the Commonwealth providing for information to be gathered for the National Minimum Data Set.

***conflict of interest*** see section 12(2).

***conflict of interest policy*** see section 12(2).

***consular identity document***, for an engaged person, means a document showing the engaged person is a member of a consular post.

***document evidencing electoral enrolment***, for an engaged person, means—

- (a) a document that is part of an Australian electoral roll and sets out the engaged person's name; or
- (b) a document issued by an entity responsible for maintaining an Australian electoral roll that shows the engaged person's name is set out in an Australian electoral roll.

***eligibility policy*** see section 19(5).

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***financial delegations policy*** see section 13(2).

***international travel document*** means—

- (a) a current passport; or
- (b) an expired passport that expired less than 2 years before the expired passport is sighted; or
- (c) another current identity document, having the characteristics of a passport, issued by a government, the United Nations or an agency of the United Nations for the purposes of international travel; or
- (d) another expired identity document, having the characteristics of a passport, issued by a government, the United Nations or an agency of the United Nations for the purposes of international travel that expired less than 2 years before the expired identity document is sighted.

***member of a consular post*** has the same meaning as in the *Consular Privileges and Immunities Act 1972* (Cwlth).

***National Minimum Data Set*** means the annual collation of nationally comparable data relating to disability services prepared for the Commonwealth for which information is gathered under the Commonwealth State Agreement.

***primary identification document*** means a document mentioned in schedule 1.

***provider*** see section 4.

***recent***, for a document being sighted, means having an issuing date that is less than 1 year before the document is sighted.

***secondary identification document*** means a document mentioned in schedule 2.

## Endnotes

### 1 Index to endnotes

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### 2 Date to which amendments incorporated

This is the reprint date mentioned in the Reprints Act 1992, section 5(c). Accordingly, this reprint includes all amendments that commenced operation on or before 1 July 2011. Future amendments of the Disability Services Regulation 2006 may be made in accordance with this reprint under the Reprints Act 1992, section 49.

### 3 Key

#### Key to abbreviations in list of legislation and annotations

Key	Explanation	Key	Explanation
AIA	= Acts Interpretation Act 1954	(prev)	= previously
amd	= amended	proc	= proclamation
amdt	= amendment	prov	= provision
ch	= chapter	pt	= part
def	= definition	pubd	= published
div	= division	R[X]	= Reprint No. [X]
exp	= expires/expired	RA	= Reprints Act 1992
gaz	= gazette	reloc	= relocated
hdg	= heading	renum	= renumbered
ins	= inserted	rep	= repealed
lap	= lapsed	(retro)	= retrospectively
notfd	= notified	rv	= revised edition
num	= numbered	s	= section
o in c	= order in council	sch	= schedule
om	= omitted	sdiv	= subdivision
orig	= original	SIA	= Statutory Instruments Act 1992
p	= page	SIR	= Statutory Instruments Regulation 2002
para	= paragraph	SL	= subordinate legislation
prec	= preceding	sub	= substituted
pres	= present	unnum	= unnumbered
prev	= previous		

## 4 Table of reprints

Reprints are issued for both future and past effective dates. For the most up-to-date table of reprints, see the reprint with the latest effective date.

If a reprint number includes a letter of the alphabet, the reprint was released in unauthorised, electronic form only.

Reprint No.	Amendments included	Effective	Notes
1	none	1 July 2006	
1A rv	2010 SL No. 151 2010 SL No. 173	1 July 2010	
1B	2011 SL No. 124	1 July 2011	

## 5 List of legislation

### **Disability Services Regulation 2006 SL No. 161**

made by the Governor in Council on 29 June 2006

notfd gaz 30 June 2006 pp 1060–7

ss 1–2 commenced on date of notification

remaining provisions commenced 1 July 2006 (see s 2)

exp 1 September 2016 (see SIA s 54)

Note—The expiry date may have changed since this reprint was published. See the latest reprint of the SIR for any change.

amending legislation—

### **Disability Services Amendment Regulation (No. 1) 2010 SL No. 151**

notfd gaz 25 June 2010 pp 823–30

ss 1–2 commenced on date of notification

remaining provisions commenced 1 July 2010 (see s 2)

### **Disability Services Amendment Regulation (No. 2) 2010 SL No. 173**

notfd gaz 1 July 2010 pp 921–2

commenced on date of notification

### **Disability Services Amendment Regulation (No. 1) 2011 SL No. 124**

notfd gaz 24 June 2011 pp 534–8

ss 1–2 commenced on date of notification

remaining provisions commenced 1 July 2011 (see s 2)

Note—An explanatory note was prepared.

## 6 List of annotations

### **PART 3—OTHER MATTERS**

#### **Division 2—Application for prescribed notice**

**div hdg** sub 2010 SL No. 151 s 4

Endnotes

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**Fee for application for prescribed notice—Act, s 83**

**s 26A** ins 2010 SL No. 151 s 5  
amd 2011 SL No. 124 s 4

**Division 2A—Other applications**

**div hdg** ins 2010 SL No. 173 s 4

**Fee for application for cancellation—Act, s 100**

**s 27A** ins 2010 SL No. 173 s 4  
amd 2011 SL No. 124 s 5

**Fee for application for replacement—Act, s 106**

**s 27B** ins 2010 SL No. 173 s 4  
amd 2011 SL No. 124 s 6

**Fee for application for an eligibility declaration—Act, s 107F**

**s 27C** ins 2010 SL No. 173 s 4  
amd 2011 SL No. 124 s 7

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