

# Consent to Release Information

## AccessAbility Services



Registration with AccessAbility Services may require the discussion of your circumstances with staff outside AccessAbility Services for the development, review and implementation of reasonable adjustments.

This forms allows you to document the type of information you authorize AccessAbility Services to share with other JCU staff (including academics, College support staff, placement staff, support services and examination staff) as well as support services external to the University that may be supporting you.

Please note that all AccessAbility Services staff (AccessAbility Advisors, AccessAbility Support Officers and as required Manager Student Equity and Wellbeing) will have access to your case file to assist with the management and implementation of support services. Should you wish to withdraw consent from a particular staff member in AccessAbility Services, please contact the Manager Student Equity and Wellbeing by emailing [studentwellbeing@jcu.edu.au](mailto:studentwellbeing@jcu.edu.au)

AccessAbility Services staff will undertake all reasonable precautions to ensure that the information collected is kept confidential, secure and managed in accordance with Privacy legislation and the University's Information Privacy Policy.

Name: \_\_\_\_\_ Student ID: \_\_\_\_\_

Degree: \_\_\_\_\_

**I give JCU AccessAbility Services staff permission to share the following information, when necessary to assist me to participate in my studies.**

**Please circle one option only - either 1, 2 or 3:**

Consent option	Information you wish to be shared	To whom	To assist me to participate in my studies through:
<b>1</b>	My diagnosis / diagnoses and the effects of my condition(s) on my studies	<ul style="list-style-type: none"><li>• JCU academics and College administration staff involved in my current subject(s) enrolment</li><li>• JCU Examinations staff for the implementation of exam adjustments</li><li>• JCU professional staff listed below (ie Indigenous Education &amp; Research Centre, International, JCU Counsellor, etc)</li><li>• Service(s) external to JCU who are supporting me (ie GP, Psychologist, NDIS provider, etc)</li></ul>	<ul style="list-style-type: none"><li>• An Inclusive Teaching and Learning Plan (which includes exam adjustments)</li><li>• Case management</li><li>• Collaborative discussions to identify appropriate reasonable adjustments</li><li>• Capacity building</li></ul>
<b>2</b>	Effects of my condition(s) on my studies but not my diagnoses	<ul style="list-style-type: none"><li>• JCU academics and College administration staff involved in my current subject(s) enrolment</li><li>• JCU Examinations staff for the implementation of exam adjustments</li><li>• JCU professional staff listed below (ie Indigenous Education &amp; Research Centre, International, JCU Counsellor, etc)</li><li>• Service(s) external to JCU who are supporting me (ie GP, Psychologist, NDIS provider, etc)</li></ul>	<ul style="list-style-type: none"><li>• An Inclusive Teaching and Learning Plan (which includes exam adjustments)</li><li>• Case management</li><li>• Collaborative discussions to identify appropriate reasonable adjustments</li><li>• Capacity building</li></ul>

<p style="text-align: center; font-size: 24pt; font-weight: bold;">3</p>	<p>Neither my engagement with the service, diagnosis / diagnoses of the effects of my condition(s) on my studies</p>	<ul style="list-style-type: none"> <li>• No other staff members at JCU outside AccessAbility Services</li> </ul>	<ul style="list-style-type: none"> <li>• Capacity building</li> <li>• Please note the Service will not be able to put any reasonable adjustments in place under this level of consent.</li> </ul>
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- I understand that JCU staff outside AccessAbility Services may inquire if I am registered. I authorize AccessAbility Services to confirm that I am registered but no other information without my consent: YES / NO (please circle one). This is applicable to Consent options 1 and 2 only.
- I understand that this consent remains valid for the length of my study at JCU and I can revoke or modify this consent at any time. I am aware that should I have any questions or concerns, I should discuss with an AccessAbility Advisor.
- I understand that the level of consent I have chosen will impact on the level of support AccessAbility Services is able to provide me.
- I am aware that there are limits to confidentiality and AccessAbility Services staff may be required to release my information, without my consent, under the following circumstances:
  - Failing to disclose the information would place me or another person in serious or imminent risk of harm
  - The disclosure is required by law or a court has ordered the release of the information for legal purposes
- I understand some de-identified data may be used to comply with Government and/or University reporting.

**Student's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_