

# Public Interest Disclosure (Whistle-Blower) Form

Department of Health and Human Services



This form is related to the [Public Interest Disclosure Act 2002](#). This form is provided to assist you in making a public interest disclosure to the Department in writing, but is not compulsory. You are encouraged to complete as much as you can. Disclosures can be made anonymously. Anonymous disclosures will still be assessed and considered, but may be harder to evaluate.

## DISCLOSER DETAILS (Optional)

<b>Surname</b>		<b>Given Names</b>	
<b>Current Address</b>			
			<b>Postcode</b>
<b>Home Phone</b>		<b>Mobile</b>	
<b>Email Address</b>			

## DETAILS OF DISCLOSURE

<b>Name of area of Department (if known)</b>	
<b>If you are an employee, officer, sub-contractor or contractor in relation to the Department, please state which area you work in and your position title/contract type.</b> <b>If not, please explain why it is in the public interest for your disclosure to be investigated under the Act.</b>	
<b>Does the disclosure relate to more than one individual?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, please provide the names, position titles (where known) and area they work in.	
<b>Summary of Disclosure: Include information such as</b> <ul style="list-style-type: none"><li>• the type of conduct. (for example, whether and why you think it was illegal, corrupt, poor administration, professional misconduct, wasteful, dangerous to health or safety or the environment, breaches of codes of conduct, detrimental reprisals against persons making disclosures;</li><li>• any witnesses, )</li><li>• any relevant documents and dates.</li></ul> <b>Attach additional pages if needed.</b>	
<b>Has this information been reported to any other person or public body?</b> <b>If yes, please provide details.</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No

## ACKNOWLEDGEMENT

I am aware that it is an offence to knowingly provide false information intending that it be acted on as a disclosed matter.

<b>Signature of Discloser</b> (or write 'anonymous')		<b>Date</b>	
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## Frequently Asked Questions

### What are the ways to make a complaint in relation to the public sector?

There are several ways to make a complaint in relation to the Department. You can:

- use the Department of Health and Human Services processes
- contact the Minister for Health
- ask the Ombudsman to investigate administrative actions, like decisions you are unhappy with.  
[www.ombudsman.tas.gov.au](http://www.ombudsman.tas.gov.au)
- write to the Integrity Commission. [www.integrity.tas.gov.au](http://www.integrity.tas.gov.au)
- write or call the Department, the Ombudsman or the Integrity Commission to make a public interest disclosure about past or proposed conduct. You can use this form, and more information is available on the [DHHS website](#).

### How is my complaint investigated?

This depends on its seriousness, who it is about, and who you make it to. But many complaints under the mechanisms above will be investigated by the Department itself. Some complaints may be conducted or overseen by the Ombudsman or Integrity Commission.

### What is a public interest disclosure (whistle-blowing) about?

A public interest disclosure (commonly called “whistle-blowing”) is one way to make a complaint of misconduct or corruption in Tasmanian public bodies, such as the Department.

The *Public Interest Disclosure Act 2002* provides for protection against any reprisals against the person making the disclosure, and provides for investigation and action on disclosures.

### Why make a public interest disclosure, rather than some other kind of complaint, and who can do it?

It is up to you which way you choose to complain about the Department. The Act is designed primarily for people who are employees and contractors to make disclosures, and receive formal protection from adverse action against them. But anyone can ask that their disclosure be handled under the Act if it is in the public interest, and that will be considered.

### How can I make a public interest disclosure (phone and address information)?

You can make a disclosure in writing, in person or by telephone. This form is provided to assist you in making a public interest disclosure to the Department in writing, but is not compulsory.

Please use the contact details below to lodge your disclosure with the relevant organisation. Disclosures can be directed to the Deputy Secretary, Corporate, Policy and Regulatory Services by calling 03 6166 3679, email [michael.reynolds@dhhs.tas.gov.au](mailto:michael.reynolds@dhhs.tas.gov.au) or in writing to Level 1, 99 Bathurst Street, Hobart.

Alternatively, you can also send a disclosure to the Ombudsman (Level 6, 86 Collins Street, Hobart, 1800 001 170) or Integrity Commission (Level 2, 199 Macquarie Street, Hobart, 1300 720 289).