

Fact sheet

Time to Work Employment Service

General

The Time to Work Employment Service (Service) is an Australian Government initiative that aims to improve the timeliness, coordination, and quality of employment services provided to Aboriginal and Torres Strait Islander prisoners. The service is available to all adult sentenced Aboriginal and Torres Strait Islander people in Queensland correctional centres between two to four months before release and is designed to provide participants with an individual pathway to employment. Key elements of the service include:

- voluntary participation
- comprehensive assessment of their employment barriers
- development of a transition plan which outlines actions to help address any barriers and plan for employment post release
- facilitated transfer from in-prison service provider to a post release employment service provider.

A Memorandum of Understanding (MoU) has been signed between the Commonwealth and Queensland Corrective Services and Queensland Health to support the delivery of this service. Under this MoU Queensland Health has agreed to provide to the Service provider relevant medical information with the participant's consent. The MoU remains in force until 30 June 2021 unless terminated earlier.

Authority to release of medical information – only with consent

It is important to note that the terms of the MoU itself do not authorise the disclosure of medical information to the Service provider as the MOU is not prescribed under a regulation in accordance with section 151 of the *Hospital and Health Boards Act 2012* (HHB Act).

Release of medical information for this Service can therefore only be given to the contracted Service provider with the valid consent of the person to whom the information relates. As such the release of information is under s.144 of the HHB Act.

What information can be released

Queensland Health has committed to provide relevant medical information to the contracted Service provider and will endeavor to provide this information within six weeks of request.

Relevant medical information is limited to that which relates to a participant's barriers to future employment. The participant's written consent to the release of this relevant medical information must be obtained. The participant's full medical record will not be requested nor is it to be released to the Service provider.

Suggested Process for Hospital and Health Services (HHS)

1. HHS receives a medical information request from the Service provider
2. HHS gathers relevant information and prepares a summary of the relevant information
3. HHS provides relevant information to the participant and seeks their consent to release the information
4. After the participant's consent is given, the HHS provides that information to the Service provider
5. HHS keeps a copy of the information provided on the participant's file

The **Time to Work Employment Service Medical Summary** form can be used to summarise relevant health information.

For more information, please email offenderhealth@health.qld.gov.au