

AccessAbility Services Consent Form



AccessAbility Services may require you to share sensitive, personal, and private information. **Interactions with AccessAbility Services, including details of sessions and records, are generally confidential, subject to the exceptions outlined below and in the Privacy Statement and Enrolment Declaration.**

Further, no AccessAbility Services records are contained in any academic or educational files, however AccessAbility Services records may be contained in the University's Work Integrated Learning (WIL) system (Sonia) if relevant.

Student Services and Engagement staff, as the administrators, can view scheduling of or attendance at appointments. You may also request in writing that staff release specific information to persons of your choice by completing an AccessAbility Services Authority to Release Form.

Exceptions to confidentiality include:

- Disclosure and use of your information may be required for the University to carry out its educational, administrative and operational functions, including for reasons related to your enrolment as a student and for the purposes of progression, teaching, assessment and misconduct.
- AccessAbility Services staff members work as a team and may consult other University employees, including Student Wellbeing and SafeUSC, to provide the best possible student care.
- If there is evidence of clear danger of harm to self or others, staff are legally required to report this information to the authorities responsible for ensuring safety. This includes if there is a strong suspicion of physical or sexual abuse or neglect of any person under 18 years of age.
- AccessAbility Services staff are obliged to report staff misconduct (i.e. bullying, harassment, inappropriate staff/student relationships, undeclared conflicts of interest) and criminal behaviour to the Director, Human Resources and the Pro Vice-Chancellor (Students).
- As required or authorised by or under an Australian law or a court or tribunal order. For example, a court order, issued by a judge may require staff to release information contained in records or require staff to testify in a court hearing.

Additionally, if you register with AccessAbility Services, information regarding your reasonable academic adjustments (including your Learning Access Plan and other personal information) may need to be shared with the following:

- USC placement coordinators;
- USC course coordinators;
- USC lecturers and tutors;
- USC examination officers; and
- Placement partners (if relevant to your participation in a placement).

We appreciate prompt arrival for appointments. Please notify us if you will be late. Missed appointments reduce our capacity to provide services to you and other students. In the event of a cancellation or non-attendance, you are responsible for confirming or scheduling your next appointment. There is no fee for services provided by AccessAbility Services. If you are referred off campus to any other health services including mental health or substance abuse professionals, you are responsible for their charges.

I have read and understood the above information. I understand the nature and limits of confidentiality, and what is expected of me when I register with AccessAbility Services and I consent accordingly.

Name: _____

Signature: _____

Student number (if applicable): _____

Date: _____