School Leaver Employment Supports (SLES)

About the Information and Recording Consent Form
If you are a student who would like to access SLES you will be required to undergo a Functional Work Assessment. You will also need to meet the access requirements of the NDIS to become an NDIS participant.

You will be asked to sign this Information and Recording Consent form prior to the assessment commencing. This consent form gives your education authority (school) permission to collect information about you through the Functional Work Assessment and allows the NDIA to use the information to determine if SLES is appropriate for you.

The National Disability Insurance Agency (NDIA) will electronically store information about students who undergo the Functional Work Assessment. You may request a copy of your assessment from your teacher (assessor) or from the NDIA. Your teacher/assessor will retain this consent form at your school.

About your privacy
The National Disability Insurance Agency (NDIA) privacy policy can be found at [http://www.ndis.gov.au/privacy](http://www.ndis.gov.au/privacy) or for more information email the NDIA at privacy@ndis.gov.au.

More information
For more information on Commonwealth programs, payments and allowances for young people with disability contact Centrelink on 13 27 17 or go to the [Centrelink website](http://www.ndis.gov.au/privacy).

For more information about NDIA:
Call: 1800 800 110*
For people with a hearing loss or speech loss:
TTY: 1800 555 677
Speak to Listen
(Speech-to-relay): 1800 555 727
For people who need help with English
Translating and Interpreting Service: 131 450
*The call centre is open Monday to Friday, 8am to 5pm EST
*1800 calls are free from fixed lines. However, calls from mobiles may be charged.
Information and Recording consent form

Section 1: SLES Functional Work Assessment
- I understand that this is a functional assessment that determines whether SLES is appropriate for me.

Section 2: Undertaking the Functional Work Assessment
- I understand that I have a right to be involved in the Functional Work Assessment.
- I understand that I and/or my parent/guardian should be consulted about my preference to be present when information about me is recorded.

Section 3: Use of the Functional Work Assessment to determine suitability
- I agree to the NDIA using the information recorded about me through the Functional Work Assessment to determine my suitability for SLES.
- I agree that Australian Health Services Research Institute, University of Wollongong will make a recommendation to the NDIA about my suitability for SLES based on my Functional Work Assessment.

Section 4: Information recorded through the Functional Work Assessment
I agree to the teacher (assessor) recording the information that is requested through the Functional Work Assessment, including:
- my name, date of birth, gender, contact details and other related personal information;
- my indigenous status (optional);
- the main language spoken in my home (optional);
- information about my support needs, including employment support information.

I understand that not all information requested through the assessment is compulsory, but all information provided will help to determine my suitability for SLES.

Section 5: Sharing of assessment information
- I agree that my assessment will be sent to the Australian Health Services Research Institute.
- I note that all information that personally identifies me will be removed from the assessment prior to being sent and I will only be identified by a reference number.
- I agree to the NDIA sharing my Functional Work Assessment outcome with my education authority (school).
- I note that the NDIA will not share my Functional Work Assessment with individuals or organisations external to the NDIA (outside those listed above) without first seeking additional consent from me or my parent/guardian.
Section 6: Consent for information collection and use

I understand that I am consenting to:

- participate in the SLES Functional Work Assessment;
- the use of my SLES Functional Work Assessment to establish my suitability for SLES.
- my assessment being provided to the Australian Health Services Research Institute for a recommendation to be made once my identifiable information has been removed.
- information being recorded about me by the NDIA.

Printed name of applicant:

Printed name of person giving consent:

Signature of person giving consent: Date:

If the person giving consent is not the applicant, please circle: Parent / Guardian