

# Notice of Conditions of Provisional Accreditation as a Designated Agency



Issued under Clause 65 of the *Children and Young Persons (Care and Protection) Regulation 2012*

## Professional Individualised Care Limited

ABN: 68 610 275 557

**Date of notice:** 13 March 2018

This *Notice* supersedes the *Notice of Conditions of Accreditation as a Designated Agency*, issued on 8 December 2016. The Children's Guardian has varied the conditions on the accreditation of Professional Individualised Care Limited as a designated agency.

In addition to the general conditions of accreditation in Schedule 3 of the *Children and Young Persons (Care and Protection) Regulation 2012*, the Children's Guardian has imposed the following conditions on the agency's accreditation.

### Condition 1

This agency may arrange/provide:

- statutory out-of-home care (residential care)
- supported out-of-home care (residential care)

### Condition 2

The Principal Officer of this agency is required to notify the Children's Guardian in writing when the agency receives an allegation of sexual misconduct or serious physical assault towards a child or young person in statutory out-of-home care, committed by a child-related worker (inclusive of employees, authorised carers, adult household members and board members).

### Condition 3

This agency must maintain records of practice *relevant to* the safety, welfare and well-being of children and young persons placed with it. These records must be made available to the Children's Guardian for inspection upon request, in written form or an electronic format approved by the Children's Guardian.

### Condition 4

This agency must:

- (a) register online with the Working with Children Check (WWCC) and
- (b) verify online the WWCC clearance, or in the absence of a clearance, an application for:
  - each staff member in child-related work or in a child-related role
  - each volunteer in child-related work or in a child-related role
  - each authorised carer
  - each adult residing with an authorised carer
  - the agency's Principal Officer and
  - each member of the agency's governing body

before commencing employment or engagement.

#### Condition 5

This agency must notify the Children's Guardian in writing when the agency first makes arrangements for the provision of statutory out-of-home care. The notice must be given by the next working day after the first arrangements are made.

#### Condition 6

This agency must provide to the Children's Guardian *direct* evidence for assessment in accordance with the Program to meet Accreditation Criteria – Direct evidence issued by the Children's Guardian. The direct evidence should include information relating to all subsequent statutory out-of-home care placements.

#### Condition 7

This agency must comply with the guidelines for the emergency authorisation of staff and contractors, issued by the Children's Guardian.

*Giving false or misleading information to the Children's Guardian is a serious offence.*

**The Children's Guardian may suspend, shorten or cancel the agency's accreditation if it fails to comply with any of these conditions.**

The Children's Guardian may publish details of failure to comply with conditions of accreditation in the Children's Guardian's Annual Report to Parliament.

A decision of the Children's Guardian to impose, not impose, vary or revoke a condition of accreditation is reviewable by the NSW Civil and Administrative Tribunal (NCAT), under clause 7 of the *Children and Young Persons (Care and Protection) Regulation 2012*, following an internal review by the Children's Guardian. Further information about NCAT and internal reviews may be obtained from NCAT (tel: 1300 006 228).

The Children's Guardian has provided a copy of this *Notice* to the NSW Department of Family and Community Services and to the NSW Ombudsman.

**Janet Schorer**  
Children's Guardian