

POLICY

Title:	Responding to requests for operational data from adoption stakeholders
Policy No:	CPD611-2

Policy Statement:

The department may provide non-identifying operational data upon request to adoption stakeholders where providing data is likely to enhance stakeholders' understanding of the adoption program and an individual's ability to effectively participate in processes under the *Adoption Act 2009*.

Principles:

- The wellbeing and best interests of an adopted person, both throughout childhood and the rest of his or her life, are paramount considerations in all adoption matters.
- Non-identifying operational data may be provided to adoption stakeholders to support the department's efficient and accountable delivery of adoption services.
- Parties to an adoption or a proposed adoption should be given information they reasonably require to effectively participate in processes under the *Adoption Act 2009*.
- Information may be provided to stakeholders if the collection and extraction of the data would not substantially and unreasonably divert the resources of the department from performing its key functions or unreasonably affect Adoption and Specialist Support Services capacity to deliver adoption services.
- Officers of the department will comply with the confidentiality requirements of the *Adoption Act 2009* when providing operational data to adoption stakeholders.
- Information will be collected, stored and used in accordance with Information Standard 42 - Information Privacy (IS42).

Objectives:

To support the provision of non-identifying operational data where it is collected by the department and can be provided without compromising the confidentiality requirements of the *Adoption Act 2009* or Information Standard 42 – Information Privacy (IS42).

To support the provision of data that will enhance understanding of the adoption program, the service activities that promote the functions of the Act, and the individual's ability to effectively participate in adoption processes.

Scope:

This policy applies to requests for operational data from stakeholder or interest groups with an interest in data relating to post adoption services, the local adoption program, the intercountry adoption program, or specific countries with which Australia facilitates intercountry adoption, or any other adoption issue.

Roles and Responsibilities:

Adoption and Specialist Support Services will acknowledge requests for operational data and advise the stakeholder or interest group whether the requested data:

- is collected by the department and able to be reported on without significantly and unreasonably diverting resources from key functions of Adoption and Specialist Support Services and the department
- is able to be provided without compromising the confidentiality requirements of the *Adoption Act 2009* or Information Standard 42 – Information Privacy (IS42)
- is able to be provided within the requested timeframe, where applicable
- is already accessible to members of the public and how to obtain the requested data.

Adoption and Specialist Support Services may upon request:

- provide adoption stakeholder or interest groups with non-identifying operational data where it is collected and can be provided without compromising the confidentiality requirements of the *Adoption Act 2009* or Information Standard 42 – Information Privacy (IS42) or
- decline from providing adoption stakeholder or interest groups with information that would be likely to:-
 - identify individuals or their personal affairs or contravene the confidentiality requirements of the *Adoption Act 2009* or Information Standard 42 – Information Privacy (IS42)
 - substantially or unreasonably divert the resources of the department from performing its key functions or unreasonably affect Adoption and Specialist Support Service's capacity to deliver adoption services.

Authority:

Adoption Act 2009 Section 5, 6 and 314.

Information Standard 42 – Information Privacy (IS42)

Delegations:

Not applicable

Records File No.: CHS-16721
Date of approval: 04 March 2013
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Date to be reviewed: 04 March 2016

Office: Communities, Child Safety and Disability Services
Help Contact: Child Protection Development

Links:

Rescinded policies

611-1 Responding to requests for operational data from adoption stakeholders

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