



## **National Disability Insurance Scheme (Protection and Disclosure of Information) Rules 2013**

**as amended**

made under sections 58 and 67 of the

*National Disability Insurance Scheme Act 2013* (the Act).

**Compilation start date:** 8 January 2015

**Includes amendments up to:** *National Disability Insurance Scheme  
(Protection and Disclosure of Information)  
Amendment (No. 2) Rules 2014*

The Act establishes the National Disability Insurance Scheme (NDIS).

People who are participants in the NDIS will be assisted to develop a personal, goal-based plan about how they will be provided with general supports and reasonable and necessary supports.

The NDIS will respect the interests of people with disability in exercising choice and control about matters that affect them.

*National Disability Insurance Scheme (Protection and Disclosure of Information) Rules 2013*

These Rules are made for the purposes of sections 58 and 67 of the Act.

These Rules are about safeguarding the privacy of people whose information is held by the Agency. These Rules deal with the circumstances in which a State or Territory law may prevent the disclosure of information or a document by a person to the Agency, and the ability of the CEO of the Agency to disclose information in the public interest or to a Commonwealth, State or Territory Department or authority.

**This compilation was prepared by the Department of Social Services.**

## About this compilation

### This compilation

This is a compilation of the *National Disability Insurance Scheme (Protection and Disclosure of Information) Rules 2013* as in force on 8 January 2015. It includes any commenced amendment affecting the legislation to that date.

This compilation was prepared on 8 January 2015.

The notes at the end of this compilation (the **endnotes**) include information about amending laws and the amendment history of each amended provision.

### Uncommenced amendments

The effect of uncommenced amendments is not reflected in the text of the compiled law but the text of the amendments is included in the endnotes.

### Application, saving and transitional provisions for provisions and amendments

If the operation of a provision or amendment is affected by an application, saving or transitional provision that is not included in this compilation, details are included in the endnotes.

### Modifications

If a provision of the compiled law is affected by a modification that is in force, details are included in the endnotes.

### Provisions ceasing to have effect

If a provision of the compiled law has expired or otherwise ceased to have effect in accordance with a provision of the law, details are included in the endnotes.

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## **Part 1 What these Rules are about**

- 1.1 These Rules are about safeguarding the privacy of people whose information is held by the Agency.
- 1.2 The Rules deal with the circumstances in which a State or Territory law may prevent the disclosure of information or a document by a person to the Agency, and the ability of the CEO of the Agency to disclose information in the public interest or to a Commonwealth, State or Territory Department or authority.
- 1.3 The Act sets out a number of principles for the NDIS. The following are particularly relevant to these Rules:
  - (a) people with disability have the same right as other members of Australian society to respect for their worth and dignity and to live free from abuse, neglect and exploitation;
  - (b) people with disability should have their privacy and dignity respected.

## Part 2 Outline of these Rules

- 2.1 **Part 3** relates to the circumstances in which a person may be required to give information, produce a document, or give evidence to the Agency for the purposes of the Act. Part 3 deals with the circumstances in which a State or Territory law can affect whether or not a person is required to give this information or evidence, or produce a document.
- 2.2 **Part 4** deals with the power of the CEO to disclose information collected under the Act where it is necessary to do so in the public interest.
- 2.3 **Part 5** deals with the circumstances in which the CEO may disclose information to the heads of other Commonwealth, State or Territory Departments or authorities.
- 2.4 **Part 6** deals with other matters, including interpretation of these Rules.

## Part 3 Effect of State and Territory laws on a requirement to give information or evidence or produce documents

- 3.1 A person (for example, a participant or prospective participant) may be required, in certain circumstances, to give particular information or evidence, or produce documents, to the Agency or an officer for the purposes of the Act.
- 3.2 Generally, a requirement under the Act to give information or evidence, or to produce documents, to the Agency is not affected by State or Territory laws. That is, the general rule is that nothing in a State or Territory law excuses a person from complying with the requirement.

*Paragraph 3.2 summarises subsection 58(1) of the Act.*

- 3.3 However, by exception to this general rule, a person is not required to give information, produce a document, or give evidence to the Agency for the purposes of the Act if:
- (a) the person would be prevented from doing so under a law of a State or Territory; and

*Paragraph 3.3(a) summarises paragraph 58(2)(a) of the Act.*

- (b) the law of the State or the Territory is one of the following laws:

### **Victoria**

*Accident Compensation Act 1985, section 61A, subsection 65(3)*

*Assisted Reproductive Technology Act 2008, section 72*

*Audit Act 1994, sections 12, 20A*

*Australian Crime Commission (State Provisions) Act 2003, section 44*

*Child Employment Act 2003, section 46*

*Children, Youth and Families Act 2005, sections 129-131, 180, 191, 209, 213, 552*

*Corrections Act 1986, section 36*

*Crimes (Mental Impairment and Unfitness to be Tried) Act 1997, section 62*

*Disability Act 2006, section 128*

*Emergency Management Act 2013, subsection 73(2)*

*Equal Opportunity Act 2010, section 176*

*Freedom of Information Act 1982*, section 63D

*Health Services Act 1988*, section 63D

*Housing Act 1983*, section 128

*Independent Broad-based Anti-corruption Commission Act 2011*, Divisions 2 and 3 of Part 2; sections 50, 166, 177

*Major Crime (Investigative Powers) Act 2004*, sections 20, 68

*Mental Health Act 1986*, sections 35, 63, 117, 120A

*Ombudsman Act 1973*, sections 16L, 20; Part VA

*Protected Disclosure Act 2012*, sections 52, 53

*Terrorism (Community Protection) Act 2003*, sections 12, 23

*Victorian Civil and Administrative Tribunal Act 1998*, section 34

*Victorian Inspectorate Act 2011*, Divisions 2 and 3 of Part 2

*Victoria Police Act 2013*, sections 184, 185

*Witness Protection Act 1991*, section 10

### **New South Wales**

*Assisted Reproductive Technology Act 2007*, section 32B

*Children and Young Persons (Care and Protection) Act 1998*, section 29

*Crime Commission Act 2012*, section 80

*Independent Commission Against Corruption Act 1988*, section 111

*Ombudsman Act 1974*, section 34

*Parliamentary Electorates and Elections Act 1912*, section 48

*Police Integrity Commission Act 1996*, section 56

*Privacy and Personal Information Protection Act 1998*, section 67

*Royal Commission (Police Service) Act 1994*, section 30

*State Records Act 1998*, section 73

*Terrorism (Police Powers) Act 2002*, section 26P

*Witness Protection Act 1995*, sections 24, 32, 33

### **South Australia**

*Children's Protection Act 1993*, section 13

*Health Care Act 2008*, section 73

**Tasmania**

*Adoption Act 1975*, section 75  
*Archives Act 1983*, section 16  
*Children, Young Persons and Their Families Act 1997*, sections 16, 40, 111A  
*Commission of Inquiry Act 1995*, sections 10, 14  
*Community Protection (Offender Reporting) Act 2005*, section 45  
*Guardianship and Administration Act 1995*, section 86  
*Health Act 1997*, section 4  
*Health Complaints Act 1995*, sections 37, 65  
*Health Practitioners Tribunal Act 2010*, section 54  
*HIV/AIDS Preventive Measures Act 1993*, section 18  
*Integrity Commission Act 2009*, section 94  
*Magistrate's Court (Children's Division) Act 1998*, section 12  
*Mental Health Act 1996*, sections 85, 90  
*Obstetric and Paediatric Mortality and Morbidity Act 1994*, section 15  
*Ombudsman Act 1978*, section 26  
*Public Health Act 1997*, sections 61, 147  
*Public Interest Disclosures Act 2002*, section 23  
*Relationships Act 2003*, section 22  
*Witness Protection Act 2000*, section 13  
*Youth Justice Act 1997*, sections 22, 31, 45

**Australian Capital Territory**

*Australian Crime Commission Act 2003*, section 46  
*Children and Young People Act 2008*, sections 846, 847  
*Drugs of Dependence Act 1989*, section 201  
*Electoral Act 1992*, section 63  
*Epidemiological Studies (Confidentiality) Act 1992*, sections 4, 5, 6, 7, 8  
*Human Rights Commission Act 2005*, section 66  
*Inquiries Act 1991*, section 17  
*Judicial Commission Act 1994*, section 28  
*Legal Aid Act 1997*, section 92



*Ombudsman Act 1989*, section 33  
*Royal Commissions Act 1991*, section 20  
*Territory Records Act 2002*, section 52  
*Witness Protection Act 1996*, section 23.

**Western Australia**

*Adoption Act 1994*, sections 124, 127  
*Children and Community Services Act 2004*, sections 124F, 137, 141, 240, 241, subsection 238(5)  
*Children's Court of Western Australia Act 1988*, sections 36, 51A  
*Community Protection (Offender Reporting) Act 2004*, section 82  
*Corruption and Crime Commission Act 2003*, subsection 76(2), sections 90, 114, 115, 134, 151, 152, 153, 154, 167, 207, 208, 209  
*Criminal Investigation Act 2006*, subsection 76(2), section 113  
*Equal Opportunity Act 1984*, section 167  
*Family Court Act 1997*, sections 49, 53, 148, 165, 202K, 240  
*Freedom of Information Act 1992*, section 82  
*Guardianship and Administration Act 1990*, section 113  
*Health Act 1911*, sections 340M, 340L, 340AM, 340AL, 340BM, 340BL, 314, 336, 336A, 336B  
*Health and Disability Services (Complaints) Act 1995*, section 71  
*Human Reproductive Technology Act 1991*, sections 46, 49  
*Mental Health Act 1996*, section 206  
*Parental Support and Responsibility Act 2008*, sections 37, 38  
*Public Interest Disclosure Act 2003*, section 16  
*Restraining Orders Act 1997*, section 70  
*Royal Commission (Police) Act 2002*, sections 12, 13  
*School Education Act 1999*, section 242  
*Sentence Administration Act 2003*, section 119  
*State Administrative Tribunal Act 2004*, sections 157, 158  
*State Records Act 2000*, section 49, 77  
*Supreme Court Act 1935*, section 72  
*Surrogacy Act 2008*, sections 36, 37, 38  
*Terrorism (Preventative Detention) Act 2006*, section 46

*Witness Protection (Western Australia) Act 1996*, sections 27, 28, 29, 32

*Workers Compensation and Injury Management Act 1981*, section 57D, subsection 171(3), schedule 7 subsection 5(2)

*Working with Children (Criminal Record Checking) Act 2004*, section 39

*Young Offenders Act 1994*, section 17

Note: The list of laws prescribed above is subject to ongoing review and the Minister may amend these Rules to alter the list.

*Paragraph 3.3(b) is made for the purposes of paragraph 58(2)(b) of the Act.*

- 3.4 A person is not required to give information or produce a document under Part 1 of Chapter 4 of the Act to the extent that in doing so the person would contravene a Commonwealth law.

*Paragraph 3.4 summarises section 59 of the Act.*

## Part 4 Disclosure of information by the CEO in the public interest

- 4.1 The Act restricts the circumstances in which information that the Agency has about a person, and certain other information, can be disclosed. However, the CEO may disclose information acquired by a person in the performance of his or her functions or duties or in the exercise of his or her powers under the Act (**NDIS information**), including information about a person, if the CEO certifies that it is necessary in the public interest to do so in a particular case or class of cases. The NDIS information can in these circumstances be disclosed to such persons and for such purposes as the CEO determines.

*Paragraph 4.1 summarises sections 62 and 65 and paragraph 66(1)(a) of the Act.*

- 4.2 This Part sets out guidance for the CEO in the exercise of the power to certify that disclosure is necessary in the public interest—that is, to give a public interest certificate—in particular classes of cases. These Rules are not intended to limit the circumstances in which the CEO may give a public interest certificate under paragraph 66(1)(a) of the Act.

### **General considerations**

- 4.3 In cases where this Part applies, identified below, the CEO may give a public interest certificate for the disclosure of NDIS information if:
- (a) the information cannot reasonably be obtained from a source other than the Agency; and
  - (b) the person to whom the information will be disclosed has sufficient interest in the information.
- 4.4 A person has **sufficient interest** in the NDIS information if:
- (a) the CEO is satisfied that, in relation to the purpose of the disclosure, the person has a genuine and legitimate interest in the information; or
  - (b) the person is a Commonwealth, State or Territory Minister.
- 4.5 In considering whether to give a public interest certificate under paragraph 4.3 to disclose information about a particular person, the CEO should have regard to whether the person would be likely to be in a position to seek assistance themselves or give notice of their circumstances.

### ***Enforcement of laws***

4.6 This Part applies to cases where:

- (a) the disclosure is necessary:
  - (i) for the enforcement of a criminal law; or
  - (ii) for the enforcement of a law imposing a pecuniary penalty; or
  - (iii) to prevent an act that may have a significant adverse effect on the public revenue; or
- (b) the disclosure relates to an offence or threatened offence:
  - (i) against an officer of the Commonwealth, a State or a Territory; or
  - (ii) against Commonwealth, State or Territory property; or
  - (iii) in premises occupied by the Agency.

Note: An example of the type of information that may be disclosed in these cases is information about the whereabouts of a person suspected of committing an offence or breaching a relevant law.

### ***Mistake of fact***

4.7 This Part applies to cases where:

- (a) the disclosure is necessary to correct a mistake of fact in relation to the administration of the NDIS; and
- (b) either:
  - (i) the integrity of the NDIS will be at risk if the mistake of fact is not corrected; or
  - (ii) the mistake of fact relates to a matter that was, or will be, published (whether by, or with or without the consent of, the person to whom the information relates).

Note: An example of the type of information that may be disclosed in these cases is a description of how the Agency has handled a person's requirements under the NDIS.

### ***Ministerial briefing***

4.8 This Part applies to cases where the disclosure of the NDIS information is necessary to brief a Commonwealth, State or Territory Minister:

- (a) so that the Minister can be advised of complaints or issues raised by or on behalf of a person with the Minister (in writing or orally), and if necessary respond to that person in relation to the complaints or issues; or

- (b) in relation to issues raised or proposed to be raised publicly by or on behalf of the person to whom the relevant information relates so that the Minister can respond by correcting a mistake of fact, a misleading perception or impression, or a misleading statement; or
- (c) about an error or delay on the part of the Agency; or
- (d) about an instance of an anomalous or unusual operation of the Act, regulations made under the Act or the NDIS rules.

Note: An example of the type of information that may be disclosed in these cases is a description of how the Agency has handled a person's requirements under the NDIS.

### ***Missing and deceased persons***

4.9 This Part applies to cases where:

- (a) the information is about a person who is, or has been reported to be, missing or dead; and
- (b) there is no reasonable ground to believe that the person would not want the information disclosed; and
- (c) the disclosure is necessary:
  - (i) to locate a person (including the missing or dead person him or herself, or a relative or beneficiary of the person); or
  - (ii) to assist a court, a coronial enquiry, a royal commission or commission of inquiry (however described), a Department or other authority of a State or Territory, or an authority responsible for administering a disability support scheme in another country, in relation to its inquiries about the person; or
  - (iii) in relation to a dead person—to assist a person responsible for the administration of the estate of the dead person in relation to the administration of the estate of the person.

Note: Examples of the types of information that may be disclosed in these cases are information about the whereabouts of a missing person and information regarding whether a person is dead or alive.

### ***Agencies responsible for children***

4.10 This Part applies to cases where:

- (a) the disclosure is necessary to assist a child welfare agency contact a parent or relative in relation to a child; or
- (b) the disclosure is necessary to assist a child welfare agency to carry out its responsibilities relating to the safety, welfare or wellbeing of a child.

4.11 A **child welfare agency** includes a Commonwealth, State or Territory agency, or a non-government agency or institution, that has responsibilities relating to the safety, welfare or wellbeing of children or that provides care for children (even if it also provides care for adults). Examples include child protection agencies, schools, and public and private health facilities.

Note: Examples of the types of information that may be disclosed in these cases are information about a child's welfare and information about a relevant person's whereabouts.

*Paragraphs 4.3 to 4.11 are made for the purposes of paragraph 67(a) of the Act.*

## Part 5 Disclosure of information by the CEO to Secretaries, chief executives and heads of authorities

- 5.1 Under the Act, the CEO may disclose **NDIS information** to the Secretary of a Commonwealth Department, the chief executive (however described) of a State or Territory Department, or the head of an authority of the Commonwealth or of a State or Territory for the purposes of the relevant Department or authority.

*Paragraph 5.1 summarises subparagraphs 66(1)(b)(i) and (v) of the Act.*

- 5.2 This Part sets out matters relating to the exercise of this power by the CEO.
- 5.3 The CEO may disclose NDIS information to a Secretary, chief executive (however described) or head of an authority if the Secretary, chief executive or head of the authority requests that the relevant information be disclosed to them for one or more purposes of the Department or authority described in the request.
- 5.4 The CEO may also disclose NDIS information to a Secretary, chief executive (however described) or head of an authority on the CEO's own initiative.
- 5.5 If the CEO discloses relevant information to a Secretary, chief executive (however described) or head of an authority for the purposes of the Department or authority, the CEO must make a record of:
- (a) the information that was disclosed; and
  - (b) the Secretary, chief executive (however described) or head of authority to whom the information was disclosed; and
  - (c) where relevant, the purpose for which the disclosure was requested by the Secretary, chief executive (however described) or head of authority or, if the information was disclosed on the CEO's own initiative, the purpose for which the information was disclosed.

*Paragraphs 5.3 to 5.5 are made for the purposes of paragraph 67(b) of the Act.*

## Part 6 Other matters

### **Citation**

- 6.1 These Rules may be cited as the *National Disability Insurance Scheme (Protection and Disclosure of Information) Rules 2013*.

### **Interpretation**

- 6.2 These Rules include text that summarises provisions of the Act. The boxed notes identify such text, which does not form an operative part of these Rules.
- 6.3 Terms and expressions that are used in the Act have the same meaning in these Rules unless these Rules display a contrary intention—see the *Acts Interpretation Act 1901* and the *Legislative Instruments Act 2003*, which include definitions and rules of interpretation that apply to all Commonwealth legislation. For convenience, the more important definitions from the Act are identified or reproduced in paragraph 6.4.
- 6.4 In these Rules:

**Act** means the *National Disability Insurance Scheme Act 2013*.

**Agency**—see section 9 of the Act.

**CEO**—see section 9 of the Act.

**child**—see section 9 of the Act.

**criminal law** means:

- (a) for Australia—a criminal law of the Commonwealth or of a State or Territory; and
- (b) for a place outside Australia—a criminal law that may be recognised under an extradition arrangement to which Australia is a party.

**NDIS** means the National Disability Insurance Scheme (see section 9 of the Act).

**NDIS information**—see paragraph 4.1.

**NDIS rules** means the National Disability Insurance Scheme rules (see section 9 of the Act).

**participant**—see section 9 of the Act.

**penalty unit** has the same meaning as in section 4AA of the *Crimes Act 1914*.



## Notes

### Note to the *National Disability Insurance Scheme (Protection and Disclosure of Information) Rules 2013*

The *National Disability Insurance Scheme (Protection and Disclosure of Information) Rules 2013* in force under sections 58 and 67 of the *National Disability Insurance Scheme Act 2013* as shown in this compilation are amended as indicated in the Tables below.

### Table of Instruments

Title	FRLI registration number	Date of FRLI registration	Date of commencement	Application, saving or transitional provisions
<i>National Disability Insurance Scheme (Protection and Disclosure of Information) Rules 2013</i>	F2013L01008	14 June 2013	14 June 2013	
<i>National Disability Insurance Scheme (Protection and Disclosure of Information) Amendment Rules 2014</i>	F2014L00903	30 June 2014	1 July 2014	
<i>National Disability Insurance Scheme (Protection and Disclosure of Information) Amendment (No. 2) Rules 2014</i>	F2015L00017	7 January 2015	8 January 2015	

## Table of Amendments

ad. = added or inserted    am. = amended    rep. = repealed    rs. = repealed and substituted

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<b>Provision affected</b>	<b>How affected</b>
Subparagraph 3.3(b)	am; F2014L00903
	am; F2015L00017

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