



Right to Information (RTI) and Information Privacy (IP)

The *Right to Information Act 2009* (RTI Act):

- gives a right of access to the information in the government's possession or under the government's control; and
- allows you to apply for access to documents held by the Office of the Medical Board (OMB) and the Medical Board of Queensland.

The *Information Privacy Act 2009* (IP Act):

- is related to the RTI Act as it also allows you to apply for access to documents, but only to the extent the documents contain your own personal information;
- gives you a right to apply to amend your own personal information if you believe the information is inaccurate, incomplete, out of date or misleading; and
- provides for the fair collection and handling in the public sector environment of personal information.

The RTI Act and IP Act replaced the *Freedom of Information Act 1992* (FOI) as at 1 July 2009.

The Queensland Government Right to Information Website can be accessed at www.rti.qld.gov.au

How do I make an application?

Access

If you wish to make a formal application under the RTI Act or IP Act for access to information held by the OMB, download the application form and submit your application via post, fax or email or in person (see details below). Please specify as clearly as possible the documents requested, and ensure that you supply appropriate evidence of identity as explained on the form.

→ [RTI IP Access Application Form](#)

If your application is for non-personal information, you will pay a \$38 application fee and there may be charges for processing and access.

Amendment

You can also apply to amend your personal information under the IP Act if you believe the information is inaccurate, incomplete, out of date or misleading. If you wish to make a formal application to amend your own personal information held by the OMB, download the application form and submit your application via post, fax or email or in person (see details below). Please ensure that you supply appropriate evidence of identity as explained on the form.



Medical Board of Queensland

→ [Information Privacy Personal Information Amendment Application](#)

There are no charges for applications to amend your own personal information.

Address for lodgement

Send your completed application form, payment (if applicable) and evidence of identity to the following address:

Manager (Records Management)
Corporate Services Program
Office of the Medical Board
GPO Box 1667
Brisbane QLD 4001

Alternately you may send your completed application form by:

- facsimile to (07) 3234 0064, marked to the attention of Manager (Records Management), Corporate Services Program;
- email to RTI.IP@medicalboard.qld.gov.au; or
- in person at level 11, 160 Mary Street, marked to the attention of Manager (Records Management).

If you have any queries in relation to making an RTI or IP application please contact the Administration Officer (RTI and IP) on (07) 3234 0171 or use the email address above.