

APPLICATION FOR RETROSPECTIVE CONSIDERATION TO BE TREATED AS MEDICALLY UNFIT PURSUANT TO DEFENCE REGULATION 2016 SECTION 26

About the information you give

Privacy and your personal information

Personal information is protected by the [*Privacy Act 1988*](#).

The purpose of collecting your personal information during this application process is to establish whether, at the time you separated from the Australian Defence Force (ADF), grounds existed on which you could have been separated on the basis you were medically unfit for further service. Should the delegate consider that such grounds existed; a member may be treated as if they had been separated on those grounds, pursuant to Defence Regulation 2016 Section 26.

Any personal information you provide to the Department of Defence pursuant to your application will be used by the Chief of the Defence Force or their authorised delegate and the Department of Defence for the purpose of making a determination on your application. If the Department of Defence considers that grounds exist to approve your application, with your consent, the Department of Defence may provide the determination and your personal information to the Commonwealth Superannuation Corporation (CSC).

Completing this form

Please complete this form, include any supporting evidence and submit to the relevant Service you were separated from by either post or email as per the address list below:

For Army

Post: Career Management - Army
Request For Information – Cell
Department of Defence
PO Box 7980
CANBERRA BC ACT 2610

Email: cma.rfi@defence.gov.au

For Navy Post:

DNCPS
SO Separations
BP29-GF-057
PO Box 7980
CANBERRA BC ACT 2610

Email: navy.separations@defence.gov.au

For Air Force

Post: Parliamentary & External Agency Liaison Office
BP29-2-182
Personnel Branch – Air Force
PO Box 7980
CANBERRA BC ACT 2610

Email: dgpers-af.mlr@defence.gov.au

1. **Representative (option)**

Will you be representing yourself? Yes / No (If No, provide details of your representative)	
My representative's details (if I am not representing myself):	
_____	_____
Full name	Contact number(s)
_____	_____
Email address	Postal address

2. **Personal Details**

Last Name	First Name	Other Names	Former Last Name(s) (if applicable)
Date of Birth	Home Phone Number	Mobile Phone Number	
Postal Address			
Email Address			

3. **Service Details**

<input type="checkbox"/> Navy	<input type="checkbox"/> Army	<input type="checkbox"/> Air Force
Period(s) of Service (include all periods of Service including Regular and Reserve Service)		
Service Number(s) (include all Service and PMKeyS Numbers)		Rank (Rate/PQ) on Separation
Date of Separation (if known)	Reason for Separation (if known)	

4. What medical condition(s) existed during your service and at the time of your separation for which a medical separation could have been considered?

(include dates if known)

Condition(s)	Date of onset/Diagnosis Date (if known)
1.	

5. At the time of your separation, how do you believe your medical condition(s) had impacted upon your service employment?

6. Have you sought treatment for the condition(s)? If so, when did you first seek treatment? Is the treatment ongoing?

7. Medical/Psychological Information (Attach all records, documents or reports to support your application).

8. Additional Evidence/Information (Attach any additional evidence or information to support your application such as Statutory Declarations or approved Department of Veterans' Affairs claims).

9. Sign the Release Authority and Certification – The following Release Authority authorises the release of Medical, Psychological (if applicable), Service and Personnel Records to the Department of Defence, for the purposes of determining your application pursuant to Defence Regulation 2016 Section 26. This information may also be released to CSC if applicable.

If the Release Authority is not initialled and signed, the Department of Defence is unable to assess your application.

Authorisation to Access Medical, Psychological, Service and Personnel Records

I, _____ hereby authorise the release of the following records (tick all that apply) to be used for the purpose of determining my application pursuant to Defence Regulation 2016 Section 26.

- Medical
- Psychological
- Service
- Personnel

Please initial the following:

_____ In the event that the Chief of the Defence Force (or their authorised delegate) considers, based on the evidence available, that I may have been separated on the grounds of medical unfitness for service in the Defence Force, I consent to my personal information being released to the Commonwealth Superannuation Corporation for the purpose of any future application under Superannuation Legislation.

_____ This authority is to remain in force until revoked by me in writing.

_____ I certify that, to the best of my knowledge and belief, the information given in this form is correct and complete and that I will notify the Department of Defence of any changes of circumstances.

Applicant's Signature

_____/_____/_____
Date

APPLICATION FOR DEFENCE REGULATION 2016 SECTION 26 DETERMINATION

Verify my identity using certified documents

I wish to verify my identity using certified documents: Yes / No

You need to provide clear and legible, validly certified documents, as outlined below, which are to **total at least 100 points.**

<p>70 Points (you can only provide one certified document valued at 70 points)</p> <ul style="list-style-type: none"> • Australian Birth Certificate • Australian Citizen Certificate • Current Australian Passport • Birth Card issued by the NSW Registry of Births, Deaths and Marriages • Another document of identity having the same characteristics as a passport (eg diplomatic documents or some documents issued to refugees)
<p>40 Points</p> <ul style="list-style-type: none"> • Australian driver's licence or another licence or permit issued under a law of the Commonwealth, a state or territory • Student ID Card issued by a tertiary education institution • Identification card issued by the Commonwealth, a state or territory as evidence of your entitlement to a financial benefit • ADF ID card/pass • Identification card issued to a public employee <p>You can provide more than one of these documents, but only one will be valued at 40 points. Additional documents will only be valued at 25 points each.</p>
<p>25 Points</p> <ul style="list-style-type: none"> • Marriage certificate (for maiden name) • Medicare card • Change of name certificate • Credit card (one per financial institution) • Rates notice • Telephone account • Foreign driver's licence <p>You can provide more than one of these documents and points will accumulate. If you are providing copies of bills or statements you should redact any personal financial information or details of transactions in order to protect your privacy.</p>
<p>Examples</p> <p>Your birth certificate + driver's licence = 110 points ✓</p> <p>Your current passport + Medicare card + marriage certificate = 120 points ✓</p> <p>Your birth certificate + Medicare card = 95 points X</p>

Certifying your documents

The following sample of certifying authorities can certify your documents:

- Justice of the Peace (JP)
- Pharmacist
- Police officer
- Medical practitioner
- Legal practitioner enrolled on the roll of a supreme court or the High Court of Australia
- Bank officer with two or more continuous years of service
- Permanent employee of Australia Post with two or more years of continuous service
- Member of the Australian Defence Force who is:
 - An officer or a non-commissioned officer within the meaning of the Defence Force Discipline Act 1982 with two or more years of continuous service; or
 - A warrant officer within the meaning of that Act

For a full list of certifying authorities refer to the Statutory Declarations Regulations 1993 available at comlaw.gov.au

The certifying authority must confirm in writing that you are the valid holder of the identification that you are presenting and that any copies are true copies of the original. The certification must include the names, address, occupation, telephone number, registration number of the certifying authority (if applicable) and the date of the certification.

If you live overseas and need to have documents certified or make a statutory declaration, it needs to be done by a person who is on a list of persons before whom a statutory declaration may be made and who has a connection to Australia. For example a doctor who is registered in Australia and working overseas or an Australian Consular Officer. Refer to ag.gov.au and dfat.gov.au for more information.