



Department for
Communities
Child Care Licensing
and Standards Unit

Information sheet for the General Practitioner

Child Care Services Act 2007
Child Care Services (Child Care) Regulations 2006
Child Care Services (Outside School Hours Care) Regulations 2006

Medical certificate for Supervising officer/ 'Person to act in place of' application

Person seeking a medical certificate

The person seeking a medical certificate is currently applying to the Department for Communities to become:

1. a supervising officer of a child care service, or
2. a person to act in place of a supervising officer or individual licensee of a child care service.

If approved, this person (the applicant) will, at some time, be directly responsible for the effective supervision and control of a child care service for groups of children predominately below school age in the case of a child care service; or groups of school age children in the case of an outside school hours care service.

Medical certificate

As one part of a rigorous application process, the Department for Communities needs details of the applicant's health to make a proper assessment of his/her ability to effectively care for children.

A medical certificate is therefore requested giving the date the applicant's medical records began with your practice, plus a statement on the applicant's **physical and mental health** in relation to his/her ability to effectively supervise and care for young children predominately below school age up to the commencement of a secondary school programme in a child care centre environment.

Of specific importance to the Department when considering licence applications is the person's mental wellbeing and possible dependence on medication(s) or substance(s) that may negatively impact on the quality of care provided to young children. It is requested therefore, if the applicant has a medical condition, disability and/or is on any regular medication(s) or known substance(s) that may negatively impact on the quality of care provided that this be duly considered and reported on as accurately as possible. Additionally, if there are any measures that may be put in place to overcome the considered negative impacts of the applicant's medical condition, disability and/or dependence on medication(s) or known substance(s) that this also be described.

Further enquiries

If you have any enquiries about the above medical certificate, please telephone the Department for Communities on 08 6210 3333 (Metro) or 1800 199 383 (Freecall STD).