

Notes for PSS Form 12

PSS SPIN SAS0101AU

Notes for Application Form for Medical Discharge Benefit for a Former Member (s.10B(2))

About these Notes

These Notes provide background information on the PSS hurt on duty (HOD) pension available to former members of the NSW Police Force. They are intended to assist you answer the questions in the Application Form for that benefit (**PSS Form 12**).

Please read these Notes carefully and refer to them as you complete the Application Form.

Some terms in the Application Form and these Notes are in *italics* and are explained in the section below under the heading '**Glossary of Terms**'.

How your entitlement is determined

To get an HOD pension, you will need to establish that:

- you were incapable of discharging *full operational duties* in the *Police Force* at the time of your *last day of service* because of a *medical condition*,
- an *HOD injury* sustained on or after 21 November 1979 caused or contributed to your *medical condition*, and
- you notified the *Commissioner* of the *HOD injury* within 6 months of it occurring and before your *last day of service*.

You will be paid an HOD pension only if:

1. PSAC certifies on STC's behalf that:
 - a) you were incapable of discharging *full operational duties* in the *Police Force* on your *last day of service*, and
 - b) your incapacity was caused by a *medical condition*, and
2. the *Commissioner* then determines that:
 - a) an *injury* caused or contributed to your *medical condition*, and
 - b) the *injury* was an *HOD injury* sustained on or after 21 November 1979.

Please note: If you have already resigned or retired from the *Police Force* and the only *HOD injury* that caused or contributed to the *medical condition* that prevented you from discharging *full operational duties* on your *last day of service* occurred before 21 November 1979, you are not entitled to an HOD invalidity pension and should refer to **Fact Sheet 15** for further information.

Information about the HOD pension

The **minimum** rate for an HOD pension is 72.75% of your *attributed salary of office*. That rate can be **increased**:

- by up to 12.25% of your *attributed salary of office* depending on the extent to which you are incapable of working outside the *Police Force* at the time (if you are totally incapable of working, the maximum rate of 85% of that salary is payable)
- by up to 27.25% of your attributed salary if you are totally incapable of working outside the *Police Force* at the time and the HOD injury that caused your *medical condition* occurred because you were required to be exposed to risks in your police duties to which members of the general workforce are not normally required to be exposed, commensurate with the risks to which you were required to be exposed (up to 100% of your *attributed salary of office* may be payable).

Filling in and signing the Application Form

If you are the applicant and are capable of completing and signing the Application Form, you should do so, providing you understand its contents. However, someone else can complete the form for you, but if another person **signs** the form for you, that person must be authorised to do so and must complete **Part I** of the Application Form.



STATE SUPER

SAS Trustee Corporation

ABN 29 239 066 746

Where do I get help with the Application Form?

If you need help with an explanation of any of the questions you can contact:

Customer Service

Phone: **1300 130 097** (for the cost of a local call unless you are calling from a mobile or pay phone)

Email: enquiries@stc.nsw.gov.au

You could also consider seeking professional assistance, for example, from the Police Association or your solicitor, to assist you with completing the Application Form.

What should I do with the completed Application Form?

Send the **original** completed form, together with **copies** of all your supporting documents to:

Pillar Administration

PSS Team

PO Box 1229

Wollongong NSW 2500

Keep a full copy of all the material you send to Pillar for your own records.

Glossary of Terms

Attributed salary of office means the salary in the *Police Force* payable to you on your *last day of service* calculated in accordance with the *Police Regulation (Superannuation) Act 1906*.

Commissioner means the NSW Commissioner of Police.

Date of application is the date *Pillar* receives

1. your completed and signed Application Form, and
2. all the relevant documents listed in the checklist on the front of the Application Form.

Full operational duties include (but are not limited to) the duties of a police officer in the NSW Police Force referred to in s.14(1) of the *Police Act 1990*. To be capable of discharging full operational duties as a member of the Police Force, a person is expected to be able to undertake the following activities and exercise the following skills:

- engage in effective day-to-day contact with the public (ie demonstrate personal attributes such as patience, conflict resolution and decision-making skills, empathy, tolerance, assertiveness, self-control, emotional stability, ability to work with others etc)
- conduct inquiries about matters of concern
- render a variety of emergency assistance
- demonstrate the ability to:
 - exercise discretion and judgement in the exercise of police powers
 - observe and memorise effectively
 - operate effectively in stressful, physically demanding and rapidly changing situations
- undertake a range of activities including:
 - driving police vehicles
 - getting in and out of cars
 - standing or sitting for long periods
 - running and negotiating obstacles to pursue and effect an arrest of suspected offenders
 - physically restraining someone and taking action to overcome the will of others to resist
 - exercising a range of tactical options from mere presence to lethal force and having the ability to exercise discretion and judgement for that purpose
- communicate effectively.

HOD injury means an *injury* that occurred while you were at work or is related to or arose out of your work as a member of the *Police Force*, for which the *Commissioner* has accepted liability.

Injury includes a disease.

Last day of service is the date on which your retirement, resignation or other exit from the *Police Force* took effect.

Medical condition is an infirmity of the body or mind.

Pillar means Pillar Administration which administers the *PSS* on behalf of *STC*.

Police Force means the NSW Police Force.

PSAC means the Police Superannuation Advisory Committee, delegated decision maker of *STC*.

PSS means the Police Superannuation Scheme established under the *Police Regulation (Superannuation) Act 1906*.

Records and reports include treatment notes and reports of any kind by a medical practitioner or other health professional, including psychological, psychiatric or other medical or hearing tests, MRIs, CT scans, X-rays etc.

STC, we, us, our means the SAS Trustee Corporation, trustee of the *PSS*.

Notes that relate to the questions on the Application PSS Form 12

i The numbers correspond to the relevant question numbers that have been marked with this symbol on the Application Form.

B Your contact details

10 Alternative contact name and telephone number (optional)

The inclusion of the contact details of a family member or friend who is likely to know of your whereabouts will

help if *Pillar* cannot contact you directly. The alternate contact will not be asked about the content of your application or told any personal details.

C Eligibility to apply

13 Were you a contributor to the PSS?

This question is to ensure that you are claiming under the appropriate superannuation scheme. Members or former members of the *Police Force* can only receive benefits under the PSS if they joined the *Police Force* before 1 April 1988 and were contributors to the PSS. If you answer 'no' to this question, you should **not** be completing the application.

14 How did you exit the *Police Force*?

Information that may assist you

This benefit is only available to PSS members who have already resigned or retired from the *Police Force*.

You are not entitled to apply for an HOD pension if you:

- were dismissed from the *Police Force* prior to 27 June 1997, or
- are already in receipt of an HOD pension.

If you were "removed" from the *Police Force* by the *Commissioner* under s.181D of the *Police Act 1990*, you are eligible to apply for a medical discharge benefit.

If you are still in the *Police Force* and are incapable of discharging *full operational duties*, you should be applying for a medical discharge on **PSS Form 11**.

How to answer this question

Please indicate whether you resigned, took normal retirement (at age 60 or later) or early retirement (between the ages of 55 and 60) or were medically discharged (ie, non-HOD medical discharge) when you left the *Police Force* or were removed (on or after 27 June 1997).

15 Have you commuted the whole amount of any PSS pension into a lump sum or received a disengagement benefit?

If you have commuted the whole amount of a PSS pension into a lump sum or received a disengagement benefit under the PSS, you are not entitled to an HOD pension. If you answer 'yes' to this question, you should **not** be completing the application.

If you have previously commuted part of a PSS pension to a lump sum, you may be entitled to a partial HOD pension.

A disengagement benefit is one offered by the *Commissioner* to PSS members between the ages 45 and 55. Contact *Pillar* if you think this applies to you.

If you are uncertain about what benefit you have received from the PSS, you can contact Customer Service at *Pillar* for assistance. The details are at the front of these Notes.

D Leaving the Police Force

17 If you indicated in your answer to Q14 that your exit from the *Police Force* was a non-HOD medical discharge, please describe the *medical condition* causing your incapacity at that time.

Information that may assist you

If you were medically discharged from the *Police Force*, each *medical condition* that caused you to be incapable of discharging *full operational duties* at the time will be relevant to your application for an HOD pension.

How to answer this question

If you were medically discharged, you should describe each the *medical condition* that existed at the time you left the *Police Force*.

18 Please provide the following information about any previous applications you have made for PSS benefits (for example, lump sum compensation for an *HOD injury* or if you have had a medical discharge application declined).

Information that may assist you

You may have applied for lump sum compensation for an *HOD injury* or you may have previously applied for a medical discharge but were declined. This information will allow *Pillar* to locate all information that might be relevant to your application.

How to answer this question

To the extent that you are able, you are asked to advise the type of benefit you have applied for in the past, the dates (approximate if necessary) and the outcome of the application.

E Work and Medical Information

19 Were you incapable of discharging *full operational duties* on your last day of service?

Information that may assist you

To be eligible for an HOD pension, you will need to establish, among other things, that you were incapable of discharging *full operational duties* because of a *medical condition* on your last day of service.

A *medical condition* can also include an illness or disease, such as a heart condition, diabetes or cancer. Any of these types of *medical conditions* can also cause or contribute to your incapacity and you should include any such *medical condition* in your answer if it applies to you.

If you answer 'no' to this question, then you should **not** be applying for an HOD medical discharge benefit.

How to answer this question

If you believe you were incapable of discharging *full operational duties* at the time you left the *Police Force*, you should answer 'yes'. You should then identify each *medical condition* that you believe caused or contributed to your incapacity to discharge *full operational duties*.

If you provide a medical report from a specialist who addressed the specific questions referred to in the Note for Q22, that report may assist you in identifying the *medical condition* that caused or contributed to your incapacity.

20 Please describe the duties you were unable to perform on your last day of service because of any *medical condition* you have identified in your answer to Q19 and explain why you could not perform those duties.

Information that may assist you

You are asked to describe what operational duties you were unable to perform on your last day of service because of your *medical conditions*. You should also explain why you could not perform those duties, for example because you may have had a bad back which prevented you from lifting heavy boxes or from sitting in one position for too long.

If you had any formal restrictions on your duties on your last day of service, you should mention what they were.

How to answer this question

Please describe the duties you were unable to perform on your last day of service because of the *medical conditions* you had at the time and explain why you were unable to perform these duties.

21 For each *medical condition* that you identified in your answer to Q19, please provide the following information about the injuries causing your *medical condition*, to the best of your knowledge.

Information that may assist you

You can get an HOD pension if you were suffering from a *medical condition* that prevented you from undertaking *full operational duties* and that *medical condition* was caused by an *HOD injury*.

The *Police Force* may have paid or reimbursed your medical or hospital expenses for your injuries on the basis that they were HOD. However the *Commissioner* is required to determine whether each *injury* was in fact HOD and whether it caused or contributed to the *medical condition* you are claiming.

Pillar may obtain from the *Police Force* relevant parts of your *HOD injury* file, your personnel and your medical files and your sick leave records and reports or any rehabilitation undertaken while you were in the *Police Force*.

What is a "medical condition" and what is an "injury"?

To assist in answering this question, the following example might demonstrate the **difference between a *medical condition*** that you suffered and have identified in your answer to question 19 (as having caused or contributed to your incapacity), **and an *injury*** that you think caused that *medical condition*.

A member of the *Police Force* may be on sick leave with a severely herniated vertebral disc that prevents him or her from sitting or standing for any period of time, or from lifting. That condition might have resulted from a number of incidents, some of which occurred while the member was undertaking police duties and some not.

For instance, the member may have:

- been involved in a car accident in the course of duties in 1989 in which they suffered whiplash;
- fallen off a motorbike and badly bruised their back while on holidays in 1994;
- tripped and fallen while arresting a suspect in 2000, again injuring their back; and
- in 2005, been involved in another car accident in the course of their police duties in which the member's back was again injured.

The member has not been able to work since the last *injury* and left the *Police Force* shortly after.

In such a case, the **medical condition** preventing the member from discharging *full operational duties* is the severely herniated vertebral disc.

The **injuries** in this example would be each of those injuries in 1989, 1994, 2000 and 2005. If this were your situation, you would identify and give in your answer the information requested for each of these inquiries as, for example, Injury 1 (1989 injury), Injury 2 (1994 Injury), Injury 3 (2000 Injury) and Injury 4 (2005 Injury). See the example answer to this question on the next page.

Part (e) of the question asks you to indicate if you notified the *Commissioner* of the injuries. Entitlement to an HOD pension will depend on you demonstrating that you notified the *Commissioner* of your injury:

1. within 6 months of the occurrence of the injury, and
2. before you resigned or retired.

There is no formal mechanism for notification. *Pillar* will ask for written confirmation from the NSW Police Force.

The questions in parts (f) and (g) relating to sick leave and your duties after returning to work will help the medical specialist make an assessment about your state of health, your capacity to discharge *full operational duties* at the time you left the *Police Force* and what injuries may have contributed to any *medical condition* causing that incapacity.

How to answer this question

You should answer this question to the best of your knowledge. In providing your answer, you should separately address each *medical condition* you identified in your answer to Q19 and:

- a) describe each *injury* (whether or not it was work-related) that you believe caused or contributed to that *medical condition*
- b) indicate the date of the *injury* (approximate if necessary)
- c) indicate if you believe the *injury* is HOD
- d) describe how the *injury* occurred, including the circumstances you were in at the time and whether or not you were at work
- e) indicate whether you notified the *Commissioner* of the injury and, if so, how you made that notification
- f) if you took sick leave at the time of the *injury*, indicate the period or periods of sick leave taken (approximate if necessary)
- g) indicate whether you returned to work following the *injury*. If you did return to work after the *injury*, indicate if your duties were restricted in any way because of your *injury* and how they were restricted.

If you believe that your *medical condition* is psychiatric, you should describe as best you can the single incident that you believe caused the *medical condition*, or describe the types of incidents that occurred over a period of time that contributed to your *medical condition*. You may, if you prefer, refer to a medical report that already documents these incidents.

The **example on the following page** sets out how you might answer this question if the example of the severely herniated vertebral disc were your situation, and could be Medical Condition 1. The 1989 *injury* is dealt with as Injury 1 for that Medical Condition. You would provide similar answers for each of the injuries that occurred in 1994, 2000 and 2005 as Injury 2, Injury 3 and Injury 4, respectively.

If you claim that more than one *medical condition* caused or contributed to your incapacity to discharge *full operational duties*, please provide this information about the injuries causing each *medical condition*.

Example answer to Q21

21 For each *medical condition* that you identified in your answer to Q19, please provide the following information about the **i** *injuries* causing your *medical condition*, to the best of your knowledge.

Medical Condition 1

Injury 1 **Severely Herniated Vertibral disc**

a) Describe the *injury* (whether or not work related) you believe caused or contributed to your *medical condition*.

> Whiplash injury to my neck.

b) Date of *injury* (approx).

> 1 7 0 7 1 9 8 9

c) Do you believe the *injury* is HOD?

> YES NO

d) Describe the circumstances in which the *injury* occurred.

> I was on duty pursuing a stolen car along the M5 expressway near Campbelltown. The road conditions were wet and it was a busy Friday night near dusk. The car I was pursuing was overtaking another car and lost control. It swerved in front of me so that I could not safely avoid colliding with the car being overtaken without involving that car in a collision. My car collided with the one I was pursuing and I suffered whiplash.

e) Did you notify the *Commissioner*?

YES > If yes, please indicate how and when (approx) you notified the *Commissioner*.

NO

Yes. I made a report the following day on Form P124A & B or P454 Notification of Injury.

f) Indicate any period/s of sick leave taken following the *injury* and the dates (approx).

> I reported to the hospital late that night and was off work for 10 days.

g) Did you return to work following the *injury*?

YES > If yes, indicate if your duties were then restricted in any way because of your *injury* and how they were restricted.

NO

I returned to work after 10 days sick leave.
I continued my normal duties.

F Medical Reports

22 Information that may assist you.

23 To have your application for an HOD pension assessed, you will be required to undergo a medical examination with a medical specialist nominated by STC. The medical specialist will be one who specialises in the area of medicine relevant to the *medical condition* that you are claiming.

In respect of a psychiatric *medical condition*, the appropriate medical specialist is a psychiatrist (a psychologist is not a medical practitioner).

The medical report will address questions that have been determined as relevant to an entitlement for an HOD pension and will be paid for by STC. A copy of the general questions that a medical specialist will be asked to address that are relevant to this application is available from the website at www.statesuper.nsw.gov.au or from Customer Service on 1300 130 097.

To assist your claim, you are encouraged to provide with your application a medical report from a relevant medical specialist at your own expense. You are also asked to provide any reports from your treating doctor that are relevant to the assessment and treatment of each *medical condition* you are claiming.

If you do provide a medical report in support of your application, it will need to:

- be provided by a medical specialist who specialises in the area relevant to your *medical condition*;
- be based on a medical examination of you;
- address the questions that have been determined are relevant to an entitlement for an HOD pension (that are available on www.statesuper.nsw.gov.au); and
- have been prepared, preferably, within the last 12 months.

You should be aware that when making a decision about whether you are entitled to an HOD pension, PSAC will place more weight on the opinion of the report of a medical specialist that addresses the issues that are specifically relevant to that entitlement.

Whether you provide a report from a medical specialist or not, you will have the opportunity to see the report of the medical specialist obtained by STC if the conclusions in that report do not support your application or are inconsistent with any medical specialist's report that you do provide. You will have the opportunity to provide an additional report that addresses those inconsistencies.

You may also provide other medical reports that relate to your injuries or your *medical condition*, such as police incident reports.

How to answer these questions

Question 22 is asking you to identify medical reports that **you are providing** with your application. In particular Question 22 is asking you to list:

- any medical reports that you are providing in support of your application, ie ones that address the questions that are relevant to an entitlement to an HOD pension (that are available on www.statesuper.nsw.gov.au), and

- any existing medical records or reports that you are providing with your application that relate to the injuries or your *medical condition* that:
 - were made at the time of occurrence of the injuries;
 - relate to the assessment or treatment of your *medical condition* or injuries;
 - were prepared at the time you left the *Police Force*;
 - were provided by you in support of any previous application for a *PSS* benefit; or
 - were prepared for the purpose of any claim for compensation for any injuries you suffered after you left the *Police Force*.

Question 23 asks you to list any medical records or reports that **you are not providing** with your application but you are aware of that may assist your application. You may not have these reports in your possession but be able to indicate where they are located so that *Pillar* can obtain them if they appear to be relevant.

Please also refer to the definition of *records and reports* under **Glossary of Terms** to be clear on what types of reports are required.

24 Have you participated in any rehabilitation or injury management program before or after you left the Police Force?

Information that may assist you

You may have undertaken a rehabilitation or injury management program prior to or after leaving the *Police Force* and information about such rehabilitation or program could assist your application. This could be a program undertaken either with the *Police Force* or outside the *Police Force*.

Such program may or may not have related to any of the injuries you identified in your answer to Q21 (that you believe caused or contributed to your *medical condition*) or the *medical condition* you have identified in your answer to Q19 (that you believe caused your incapacity).

You may also have been or are now receiving treatment, such as medication, for your *medical condition*.

Rehabilitation might include treatment under an injury management program and include physiotherapy, hydrotherapy and occupational therapy.

How to answer this question

If you answer yes, please describe the nature of the rehabilitation, the period of treatment and the outcome.

Please also provide a copy of any report that relates to your participation in the program.

You should also indicate if you were, or are now, taking medication for any *medical condition*.

G History since leaving the Police Force

25 Have you worked or been employed at any time since leaving the *Police Force*?

Information that may assist you

Information about your work history and the tasks and activities you undertook in any work or employment since leaving the *Police Force* may provide information about the kinds of activities you were able to undertake at the time you left the *Police Force* and whether or not you had a *medical condition* at that time.

The type of employment or work you are asked to provide in your answer includes any self employment or work that is paid or unpaid. 'Unpaid' work includes any voluntary work done on more than a one-off basis.

How to answer this question

If you answer *yes*, please provide to the extent you can, the following information in relation to each period of work you have undertaken since leaving the *Police Force*:

1. the nature of the business or organisation in which you worked
2. the name of the employer or indicate if you were self-employed
3. whether the work was paid or unpaid
4. dates or period of employment
5. a description of the types of duties you undertook
6. whether the work was part-time or full-time
7. approximate hours worked each week
8. approximate weekly wage or income.

26 Since leaving the *Police Force*, have you regularly participated in any interests, hobbies, pastimes or pursuits?

Information that may assist you

The information sought in this question is to get an understanding of the activities that you have regularly participated in since leaving the *Police Force*. Activities that might be relevant could include gardening, swimming, golf, lawn bowls, bush walking, bridge or other card games and social activities, including travel. If you have participated in pastimes or pursuits that could be regarded as hazardous, such as motor sports, scuba diving, parachuting or competitive football, it is also important to mention these.

What kind of interests, hobbies, pastimes or pursuits and the period and frequency over which you have undertaken them since leaving the *Police Force* may indicate the kinds of activities you were able to undertake at the time of your resignation or retirement, your physical and mental capacity to undertake them and whether you had a *medical condition* at that time.

How to answer this question

If you answer *yes*, please indicate the activities you have participated in, the frequency you do them (eg weekly) and the period over which you participated in any such activity.

27 Since leaving the *Police Force*, have you suffered any illness that lasted more than 2 weeks or suffered any injury from which it took more than 2 weeks to recover?

Information that may assist you

Information you can provide on any illnesses or *injuries*

you have had since leaving the *Police Force* that have taken more than 2 weeks to fully recover from or you still have, will help the medical specialist better understand the *medical condition* you identified in your answer to Q19 (that you believe caused or contributed to your incapacity) and whether it was the cause of your incapacity at the time of your resignation or retirement. You could still have or be recovering from such an illness or *injury*, in which case you should include it in your answer.

In particular, if you still have the *medical condition*, an illness or *injury* that occurred since leaving the *Police Force* may be directly relevant to the causes of your *medical condition* or whether there was a later exacerbation of an *injury* that you believe caused your *medical condition*. Any deterioration in your *medical condition* since leaving the *Police Force* and how such deterioration occurred or whether it was expected, should assist to determine your incapacity at the time of your resignation or retirement and its causes.

How to answer this question

If you answer *yes*, please provide the following information (only in respect of illnesses or injuries from which it took longer than 2 weeks to recover):

1. describe any illness or *injury* that you have had since leaving the *Police Force* and, if it is an *injury*, how it occurred
2. indicate when the illness or *injury* occurred
3. indicate how long it took to recover from the illness or *injury* and, if relevant, if you are still affected, and
4. if you had medical treatment, describe what kind of treatment, from whom, over what period and the outcome.

28 Since leaving the *Police Force*, have you claimed compensation or a pension for any injuries from someone other than the *PSS*?

Information that may assist you

The types of claims that you could have made might be motor accident, workers compensation, victims' compensation or common law damages or a Commonwealth incapacity pension.

There may be medical information and reports that relate to these claims or about your *medical condition* since you left the *Police Force*. You could provide these reports with your application and indicate this in your answer to Q22 or Q23. Such information or reports may be relevant to the *medical condition* or injuries you are claiming. *Pillar* will determine whether further information should be sought.

How to answer this question

If you answer *yes*, please indicate:

1. the *injury* for which the claim was made,
2. the date of the claim,
3. the party against whom the claim, or to whom the application, was made,
4. the outcome, if any, including any amount of payment made to you.

H Date of commencement of pension

29 Are you seeking to have the pension commence from a date that is earlier than the date of application?

Information that may assist you

The **earliest** an HOD pension is payable is the *date of application* unless we are satisfied that there are exceptional circumstances that merit payment from an earlier date.

To have payment of an HOD pension commence from a date earlier than the *date of application*, you will need to

establish 'exceptional circumstances' to satisfy us that payment should be made from an earlier date. Not being aware that you could apply for, or were eligible to be paid, an HOD pension is not 'exceptional circumstances'.

How to answer this question

If you answer yes, please specify a date from which you are seeking pension payment and describe the 'exceptional circumstances' that you think would justify payment of the pension from a date earlier than the *date of application*.

I Authorised Person

Information that may assist you

If the applicant is capable of completing and signing the form, they should do so, providing they understand its contents. Someone else can complete the form for the applicant, but if someone else **signs** the Application Form **on behalf of the applicant**, that person must complete Part I of the Form.

How to answer this question

If you are not the applicant but are signing the Application Form on behalf of the applicant you will need

to provide your personal details as indicated. We also require you to provide documentation demonstrating that you hold the legal authority to act for the applicant. Please:

1. indicate the nature of the authorisation – power of attorney, guardianship order or other authorisation, and
2. provide a **certified copy** of the authorisation document with the application.

J Privacy Statement and Declaration

Information that may assist you

It is important that you read the Privacy Statement set out in Part J of the Application Form.

The Application Form **cannot** be accepted by *Pillar* if it is not signed and dated.

There is a lot of information set out in these Notes, including information and background material about many of the questions in the Application Form. You should read these Notes carefully before you complete the Application Form.

If you sign this declaration, we will be justified in assuming you were aware of and understood all the information when you completed the Form.

In particular, you should be aware that:

- (a) the information sought in the Application Form has been requested by STC and, accordingly, you are required by law to supply that information,
- (b) in collecting the information in the Application Form, STC can use that information to determine your entitlement to any PSS benefit,
- (c) in providing your consent, STC will be able to obtain medical reports you have identified in the Application Form and any medical reports that may be referred to in any other medical report provided to STC by you, and
- (d) in providing your authority, any doctor or other person who has treated or examined you, is authorised to give to STC any medical information or reports that relate to any *medical condition* or *injuries* you have mentioned in the Application Form.

We are required under the law to inform you that giving false or misleading information is a serious offence. Section 307A of the *Crimes Act 1900* (NSW) makes it an offence for a person to make a statement in connection with an application for a benefit under a NSW law, where the person knows or is reckless as to whether:

- a) the statement is false or misleading in a material particular, or
- b) omits any matter or thing without which the statement is misleading in a material particular.

Section 307B of that Act makes it an offence for a person to provide information in connection with a NSW law, knowing that the information:

- a) is false or misleading in a material particular, or
- b) omits any matter or thing without which the information is misleading in a material particular.

A 'material particular' is one that is relevant to the question of whether or not you get an HOD pension. For instance, including an incorrect phone number without checking the Application Form for errors might be reckless and false but that information would not normally be 'material' to your application.

How to answer this question

You, as the applicant (or authorised person, if applicable), need to enter your name, make the declarations, consents and authorisations as indicated and sign and date the form in the space provided.