

# Office of the Senior Practitioner

## Information on requesting a review (Plain English version)

<b>What this is about:</b>	<p>Some people with disabilities have behaviours of concern. These are behaviours that hurt themselves, other people, or things (like windows or furniture).</p> <p>Some people have restrictive practices used on them; these are things that might help stop people getting hurt or things getting broken. A restrictive practice might be tablets to change the person's behaviour, or people or things that stop the person from doing the behaviour. All restrictive practices that get used with people must be written down. All disability services in Victoria have to ask permission to use restrictive practices. They must tell the Office of the Senior Practitioner. They must follow special rules.</p>
<b>When people are unhappy with the restrictive practice:</b>	<p>Sometimes people are unhappy with the restrictive practices that have been written down. Sometimes people think the restrictive practices are bad.</p> <p>Sometimes people think that what disability services do with restrictive practices is wrong. People can let the Office of the Senior Practitioner know if they are unhappy. Different sorts of people might be unhappy with the restrictive practice: the person with a disability, their family, their advocate, or their disability service, might be unhappy. Sometimes the Public Advocate or the Disability Services Commissioner might be concerned. Sometimes people at the Department of Human Services might be unhappy.</p>
<b>What is a review?</b>	<p>A review involves looking at lots of information about the person with a disability who has restrictive practices happening to them. It involves talking to people and asking what they think. The review might include looking at the person's behaviour and the restrictive practice used. A review might include going to the person's house, work, or day service, and talking to people there. The person doing the review then writes a report. In the report they write down what they learnt and what they think should happen. The report goes to the person who asked for the review, to the Department of Human Services, or to the person's disability service.</p>
<b>Asking for review?</b>	<p>If people are unhappy, they can let the Office of the Senior Practitioner know. They can ask for a review. They can ask for a review by filling in a special form called Request for Review. A review is a special task. The Senior Practitioner decides who does the review. Some people might not need a review; the Senior Practitioner will let people know if a review will be done.</p>
<b>End of a review?</b>	<p>Sometimes the report might say that the restrictive practice has to stop or change. The report might include jobs for the disability service to do. The disability service has to write a plan about how they will do the jobs. In a few months (normally six months) the disability service has to write a report for the Senior Practitioner about what they have done. Most of the time, the review will make things better. Sometimes people are still not happy after the review. They might ask for another review. It is important to the Senior Practitioner that people's rights are protected</p>

# Application for Review by the Office of the Senior Practitioner

## Disability Act 2006, Section 27 – Special Powers

### Application(s) are treated strictly confidentially.

NOTE: A person with a disability can contact the Office of Senior Practitioner directly by telephone, email or other form of communication:

Mail to: Senior Practitioner  
Office of the Senior Practitioner  
GPO Box 4057  
Melbourne Victoria 3001

Email to: seniorpractitioner@dhs.vic.gov.au  
Telephone: 03 9096 8427  
Fax: 03 9096 8017

Purpose: To make an application to the Office of the Senior Practitioner for a review of a matter regarding support provided to a person(s) with a disability subject to restrictive interventions or compulsory treatment in receipt of a disability service.

### Details of the person making this application

First name

Street number and name

Last name

Suburb

Email address

Postcode

Telephone number

Fax number

### Details of the person who is the subject of this application

First name

Street number and name

Last name

Suburb

CRIS/CRISP number

Postcode

Telephone number

Date of birth

Gender M F

### Details of the person's family/guardian

First name

Street number and name

Last name

Suburb

Relationship

Postcode

Telephone number

Guardian (if applicable)

Guardian telephone (if applicable)

### Details of the disability service provider (DSP)

Name of DSP

Street number and name

DSP contact name

Suburb

Type of Service

Postcode

Telephone number

### What do you want the Office to review?

Briefly note the concerns you have in regard to restrictive interventions or compulsory treatment relating to the person with a disability or a disability service provider

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### What happens next?

The Office of Senior Practitioner will let you know if the application has been accepted for review. If the application is not accepted, the Office will let you know why and if applicable, suggest a more appropriate body to seek a review from.

# Reviews

## Office of the Senior Practitioner (the Office) procedures – *Disability Act 2006, Section 27*

