

Midwife Professional Indemnity Scheme Online claim

When to use this form

The statutory declaration attached to this form, must be completed and signed by a person authorised to represent your organisation and must accompany the supporting documentation provided for a Midwife Professional Indemnity Scheme (MPIS) online claim application. If the statutory declaration is not provided with each new online claim application, a Commonwealth Contribution Indemnity Scheme payment cannot be made.

For more information

For more information, email

mpis.program.support@servicesaustralia.gov.au

There may be risks with sending personal information through unsecured networks or email channels.

Filling in this form

You can fill this form digitally in some browsers, or you can open it in Adobe Acrobat Reader. If you do not have Adobe Acrobat Reader, you can print this form and complete it.

If you have a printed form:

- Use black or blue pen.
- Print in BLOCK LETTERS.
- Sign the statutory declaration before an authorised person (see page 3 for a list of authorised persons).

Important information for the person making the declaration

Provide all pages of this form to the person witnessing your signature (the prescribed person).

Important information for the prescribed person

Read the Privacy notice before you complete and sign this form.

Returning this form

Check that all required questions are answered and the statutory declaration has been signed and dated.

This statutory declaration must be completed and submitted with the supporting documentation required for claim assessment and payment. Return this statutory declaration and any supporting documents by:

- **post to**
Services Australia
Midwife Professional Indemnity
PO Box 1001
TUGGERANONG ACT 2901
- email to **mpis.program.support@servicesaustralia.gov.au**
There may be risks with sending personal information through unsecured networks or email channels.

Privacy notice

The privacy and security of your personal information is important to us, and is protected by law. We collect this information to provide payments and services. We only share your information with other parties where you have agreed, or where the law allows or requires it. For more information, go to

servicesaustralia.gov.au/privacypolicy

Commonwealth of Australia
STATUTORY DECLARATION
Statutory Declarations Act 1959

1 *Insert the name, address and occupation of person making the declaration* |, 1

2 *Registered business name and address* 2

make the following declaration under section 9 of the *Statutory Declarations Act 1959*:

3 *Set out matter declared to in numbered paragraphs* 3 I hereby certify that:

- 1 the supporting evidence submitted with this statutory declaration is for
Claim Number*
Insurance Claim Number**
Qualifying Claim Certificate Number***
- 2 the answers to the questions in the submitted online Midwife Professional Indemnity application are complete and correct.
- 3 the requested documents are attached and are true copies of the original documents.
- 4 all payments claimed in this online application which were made or are liable to be made in relation to the claim against the person nominated in the application form were or will be made consistently with the terms of the insurance contract between the insurer and the midwife.
- 5 I believe that the statements in this declaration are true in every particular, and I understand that a person who intentionally makes a false statement in a statutory declaration is guilty of an offence under section 11 of the *Statutory Declarations Act 1959*, the punishment for which is imprisonment for a term of 4 years.

4 *Signature of person making the declaration* 4

5 *Email address or telephone number of person making the declaration* 5

6 *Place* Declared at 6 on 7 of 8

7 *Day*

8 *Month and year* Observed by me,

9 *Signature of person observing the declaration being made* 9

10 *Full name, qualification and address of person observing the declaration being made* 10

11 *Email address and/or telephone number of person observing the declaration being made* 11

* The Claim Number allocated to the claim by the Australian Government agency, Services Australia when submitted via the Midwife Professional Indemnity Scheme (MPIS) online claiming system. This number will be in the format NNNNNNNNN or NNNNNNNNNNA

** The Insurance Claim Number is the unique identification number allocated to the claim by the professional indemnity insurer to the claim against the midwife.

*** The Qualifying Claim Certificate (QCC) number allocated to the claim when submitted via the Midwife Professional Indemnity Scheme (MPIS) online claiming system. A claim cannot proceed without a valid QCC. This number will be the same as the claim number allocated by Medicare.

Note 1 Chapter 2 of the Criminal Code applies to all offences against the *Statutory Declarations Act 1959* — see section 5A of the *Statutory Declarations Act 1959*.

A statutory declaration under section 9 of the Statutory Declarations Act 1959 may be made before –

- (1) a person who is currently licensed or registered under a law to practice in one of the following occupations:
 - Architect
 - Chiropractor
 - Dentist
 - Financial adviser
 - Financial Planner
 - Legal practitioner
 - Medical practitioner
 - Midwife
 - Migration agent registered under Division 3 of Part 3 of the *Migration Act 1958*
 - Nurse
 - Occupational therapist
 - Optometrist
 - Patent attorney
 - Pharmacist
 - Physiotherapist
 - Psychologist
 - Trade marks attorney
 - Veterinary surgeon
- (2) a person who is enrolled on the roll of the Supreme Court of a state or territory, or the High Court of Australia, as a legal practitioner (however described); or
- (3) a person who is in the following list:
 - Accountant who is:
 - (a) a fellow of the National Tax Accountants' Association; or
 - (b) a member of any of the following:
 - i. Chartered Accountants Australia and New Zealand;
 - ii. the Association of Taxation and Management Accountants;
 - iii. CPA Australia;
 - iv. the Institute of Public Accountants
 - Agent of the Australian Postal Corporation who is in charge of an office supplying postal services to the public
 - APS employee engaged on an ongoing basis with 5 or more years of continuous service who is not specified in another item in this list
 - Australian Consular Officer or Australian Diplomatic Officer (within the meaning of the *Consular Fees Act 1955*)
 - Bailiff
 - Bank officer with 5 or more continuous years of service
 - Building society officer with 5 or more years of continuous service
 - Chief executive officer of a Commonwealth court
 - Clerk of a court
 - Commissioner for Affidavits
 - Commissioner for Declarations
 - Credit union officer with 5 or more years of continuous service
 - Employee of a Commonwealth authority engaged on a permanent basis with 5 or more years of continuous service who is not specified in another item in this list
 - Employee of the Australian Trade and Investment Commission who is:
 - (a) in a country or place outside Australia; and
 - (b) authorised under paragraph 3(d) of the *Consular Fees Act 1955*; and
 - (c) exercising the employee's function at that place
 - Employee of the Commonwealth who is:
 - (a) at a place outside Australia; and
 - (b) authorised under paragraph 3(c) of the *Consular Fees Act 1955*; and
 - (c) exercising the employee's function at that place
 - Engineer who is:
 - (a) a member of Engineers Australia, other than at the grade of student; or
 - (b) a Registered Professional Engineer of Professionals Australia; or
 - (c) registered as an engineer under a law of the Commonwealth, a state or territory; or
 - (d) registered on the National Engineering Register by Engineers Australia
 - Finance company officer with 5 or more years of continuous service
 - Holder of a statutory office not specified in another item in this list
 - Judge
 - Justice of the Peace
 - Magistrate
 - Marriage celebrant registered under Subdivision C of Division 1 of Part IV of the *Marriage Act 1961*
 - Master of a court
 - Member of the Australian Defence Force who is:
 - (a) an officer
 - (b) a non-commissioned officer within the meaning of the *Defence Force Discipline Act 1982* with 5 or more years of continuous service
 - (c) a warrant officer within the meaning of that Act
 - Member of the Australasian Institute of Mining and Metallurgy
 - Member of the Governance Institute of Australia Ltd
 - Member of:
 - (a) the Parliament of the Commonwealth
 - (b) the Parliament of a state
 - (c) a territory legislature
 - (d) a local government authority
 - Minister of religion registered under Subdivision A of Division 1 of Part IV of the *Marriage Act 1961*
 - Notary public, including a notary public (however described) exercising functions at a place outside
 - (a) the Commonwealth
 - (b) the external territories of the Commonwealth
 - Permanent employee of the Australian Postal Corporation with 5 or more years of continuous service who is employed in an office providing postal services to the public
 - Permanent employee of
 - (a) a state or territory or a state or territory authority
 - (b) a local government authoritywith 5 or more years of continuous service, other than such an employee who is specified in another item of this list
 - Person before whom a statutory declaration may be made under the law of the State or Territory in which the declaration is made
 - Police officer
 - Registrar, or Deputy Registrar, of a court
 - Senior executive employee of a Commonwealth authority
 - Senior executive employee of a State or Territory
 - SES employee of the Commonwealth
 - Sheriff
 - Sheriff's officer
 - Teacher employed on a permanent full-time or part-time basis at a school or tertiary education institution