POLICY

Public Interest Disclosure

Scope (Staff):	All Staff (including Contractors and Volunteers), members of the public
Scope (Area):	CAHS (CACH, CAMHS, PCH & Neonatology)

Child Safe Organisation Statement of Commitment

CAHS commits to being a child safe organisation by applying the National Principles for Child Safe Organisations. This is a commitment to a strong culture supported by robust policies and procedures to reduce the likelihood of harm to children and young people.

Aim

The aim of this policy is to facilitate disclosures of public interest information under the *Public Interest Disclosure Act 2003* (PID Act).

Risk

- Non-compliance with the PID Act and a consequent lack of openness and accountability across the Child and Adolescent Health Service (CAHS).
- Failure to be informed of matters in the public interest.

Definitions

Discloser: A person who makes a public interest disclosure.

Principle Executive Officer (PEO): The Chief Executive of the Health Service is the designated PEO and carries out the functions of Section 23 of the PID Act.

Public Interest Disclosure (PID): A disclosure of public interest information, made in accordance with the PID Act.

- A disclosure is more than a general complaint about dissatisfaction with a product or service or the merits of government policy. It is more than a personal grievance that can be resolved by agreement between parties.

Public Interest Information: As defined in section 3 of the PID Act, information that may provide that in the performance of their public function, a public authority, officer or contractor is, has been or proposes to be involved in –

- Improper conduct; or
- An act or omissions that constitutes an offence under a written law; or

- A substantial unauthorised or irregular use of, or substantial mismanagement of, public resources; or
- A matter of administration that can be investigated under section 14 of the *Parliamentary Commissioner Act 1971* (PC Act); or
- An act done or omission that involves a substantial and specific risk of
  - Injury to public health; or
  - Prejudice to public safety; or
  - Harm to the environment.

PID Officer: A PID Officer is the proper authority as defined by section 5(3)(a-g) of the PID Act, who receives and manages PIDs in accordance with the PID Act.

Principle PID Officer (PPIDO): The PPIDO plays a central coordinating role within CAHS for PIDs. The position of CAHS Manager - Integrity and Ethics (I&E) is the appointed PPIDO within CAHS.

Staff: For the purposes of this policy, the definition contained in the WA Health Code of Conduct is applicable:

(i) Staff members of CAHS, as a Health Service Provider (HSP), as defined by the *Health Services Act 2016* (HS Act)

a. An employee in the HSP.

b. A person engaged under a contract for services by the HSP.

(ii) Trainees, students, volunteers, researchers, contractors for service (including all visiting health professionals and agency staff) and persons delivering training or education within an HSP.

Principles

- CAHS is committed to the aims and objective of the PID Act, and to supporting disclosures by staff members, contractors or members of the public, about corrupt or other improper conduct. This policy is underpinned by the PID Act.
- CAHS is committed to ensuring appropriate and transparent integrity governance arrangements which includes the identification and management of integrity risks and providing clear mechanisms for reporting matters of public interest under the PID Act.
- CAHS does not tolerate reprisal action against anyone who makes or proposes to make a PID and will take all reasonable steps to protect disclosers from any detrimental action in reprisal or victimisation for making a PID.
- The PID Act only applies to appropriate disclosures of public interest information.
- A disclosure must relate to a matter of public interest and tend to show wrongdoing by a public body when performing a public function.
- The PID Act:

  - Protects the person making the disclosure from legal or other action.
  - Provides for the confidentiality of the identity of the person making the disclosure and a person who is the subject of a disclosure.
  - Provides remedies for acts of reprisal and victimisation that occur substantially because the person had made a disclosure.
- CAHS will manage PIDs in accordance with the PID Act, WA Government policy, Public Sector Standards and the CAHS Public Interest Disclosure Guideline.
- All staff making PIDs must do so to a CAHS PID Officer to receive the protection afforded under the PID Act.

CAHS PID Officers

- The CAHS PPIDO is the Manager - Integrity and Ethics.
- All CAHS PID Officers must:
  - Be authorised by the Principal Executive Officer (PEO) and registered with the Public Sector Commission (PSC);
  - Receive training about PID; and
  - Comply with the PID Act, CAHS PID Guidelines and the PSC's PID Code of Conduct and Integrity, when receiving and investigatinginformation intended as a PID.
- Depending on the nature of the disclosure, it may be necessary to refer the matter to another external oversight agency such as the WA Crime and Corruption Commission (CCC), the WA Police Force and/or the Ombudsman.
- Further information about PID, including a list of CAHS PID Officers, can be obtained from the CAHS Public Interest Disclosure - Information for Managers and Staff HealthPoint page.
- A list of registered CAHS PID Officers and their contact details is included in the Public Sector Commission's PID Officer Contact Directory.

Public Interest Disclosure Information

- All Public Interest Disclosure information must be referred to:
  - A PID Officer, or
  - CAHS Manager - Integrity and Ethics in the CAHS Chief Executive Office.
- CAHS PID Guidelines are available on the CAHS intranet and CAHS internet.
- For further information on PID, please refer to the PSC.
- The CAHS PID Guidelines outline the obligations of CAHS as a Public Authority under the PID Act.

References and related external legislation, policies, and guidelines
Code of Conduct (WA Health MP 0124/19)
Corruption, Crime and Misconduct Act 2003 (Western Australian Legislation)
Health Services Act 2016 (WA Legislation)
Parliamentary Commissioner Act 1971 (Western Australian Legislation)
PID Officers Code of Conduct and Integrity (WA Public Sector Commission)
Public Interest Disclosure Act 2003 (WA Public Sector Commission)
Public Sector Management Act 1994 (WA Public Sector Commission)

Related CAHS internal policies, procedures and guidelines
Public Interest Disclosure Guideline (CAHS Policy Manual)

Useful resources (including related forms)
Corruption and Crime Commission
PID Officer Contact Directory (WA Public Sector Commission)
PID Officers Code of Conduct and Integrity (WA Public Sector Commission)
Public Interest Disclosure (CAHS HealthPoint)
Public Sector Commission - Guide for Disclosers (WA Public Sector Commission)
Public Sector Commission (WA Government)
Public Sector Commission Public Interest Disclosure Guidelines (WA Public Sector Commission)
Public Sector Standards in Human Resource Management (WA Government)

This document can be made available in alternative formats on request.

File Path:	*W:\Safety & Quality\CAHS\Policy\POLICY MANAGEMENT - Area Health Service\CAHS Policy_Word\CAHS.PM.PublicInterestDisclosure_POLICY.docx*		
Document Owner:	Director Integrity and Ethics		
Reviewer / Team:	CAHS Integrity and Ethics, Workforce and Employment & People and Partnering, Human Resources, Workplace Relations, Corporate Compliance, Child Safeguarding Unit, CAHS Policy Units		
Date First Issued:	October 2008	Last Reviewed:	February 2025
Amendment Dates:		Next Review Date:	February 2028
Approved by:	CAHS Chief Executive	Date:	April 2025
Endorsed by:	Audit and Risk Performance and Planning Executive Committee	Date:	March 2025
Aboriginal Impact Statement and Declaration (ISD)		Date ISD approved:	13.12.24
Standards Applicable:	NSQHS Standards: Child Safe Principles: 1, 5, 6, 10		

Printed or personally saved electronic copies of this document are considered uncontrolled

Healthy kids, healthy communities

Compassion | Excellence | Collaboration | Accountability | Equity | Respect

Neonatology | Community Health | Mental Health | Perth Children's Hospital