

Documentation that is available in the public domain (for example policies and practice guidelines) are to be released automatically.

Decisions about release of non-health, corporate information are to be made under the FOI Act unless it is appropriate for such information to be released outside of the FOI Act.

All processes are intended to complement each other and encourage appropriate disclosure and open access to information.

All Staff

All staff are required to work within policies and guidelines to make sure that WA Health is a safe, equitable and positive place to be.

5. COMPLIANCE

Compliance with the FOI Act and this Operational Directive is mandatory. Those who fail to comply with this policy may face disciplinary action and, in serious cases, termination of their employment or engagement.

6. EVALUATION

Monitoring of compliance with this document is to be carried out by FOI Officers in conjunction with their line manager as part of the Annual Reporting cycle.

7. REFERENCES

RELEVANT LEGISLATION

Privacy Act 1988 (Commonwealth Legislation)

Evidence Act 1906, Acts Amendment (Evidence) Act 2000

Freedom of Information Act 1992

Public Sector Management Act 1994

State Records Act 2000

8. RELATED DOCUMENTS

Freedom of Information Reporting within the Public Health System [OD 0122/08](#) (29 May 2008)

The Operational Directive sets out notification and reporting requirements for public health agencies when they receive contentious and sensitive Freedom of Information applications

WA Department of Health

[Department of Health Operational Directive OD 0389/12 Information Security Policy](#)

[Department of Health Operational Directive OD 0133/08 Patient Information Retention and Disposal Schedule](#)

