

## Freedom of information – Internal review application

Surname	
Given names	
Postal address	
	Postcode
Telephone (Home)	(Work)
Email	Mobile
FOI Reference no.	

I have submitted an application requesting access to documents in accordance with the Freedom of Information Act 1991.

I am dissatisfied with the determination made by ReturnToWorkSA and therefore seek a review of this determination because:

- I have been refused access to a document
- I have been refused access to part of a document
- I have been refused a request to amend a personal document
- I have been given access to a document but access has been deferred
- I am a third party specified in the documents but have not been consulted about giving access to another person
- I have been consulted but disagree with a decision to release the documents

### Comments

You may include any additional comment you wish to be considered in the review of the determination (include additional pages if necessary)


Applicant signature	Date
---------------------	------

(See over for more information)

## Freedom of information – Internal review application

### Fees and charges applicable under Freedom of Information Act 1991

The 2023/24 applicable fee is \$40.75. Please refer to our fees and charges on our website ([www.rtwsa.com](http://www.rtwsa.com)) for further information. You may be entitled to access your own information free of charge under section 180 of the Return to Work Act 2014 (SA).

I am a concession card holder and request a reduction in fees and charges.    Yes    No    *(please attach a copy of your card)*

Payment of the application fee can be made by direct deposit to:

BSB:                            035 502  
Account number:        360006  
Account name:            RTWSA general admin account

Payment reference:

### Lodgement

This application must be addressed to the Chief Executive Officer of ReturnToWorkSA and received by ReturnToWorkSA within 28 days of the date of ReturnToWorkSA' S determination which is the subject of review.

ReturnToWorkSA will undertake its internal review and advise you of its decision within 14 days of receipt of this application.

### This application must be addressed to:

ReturnToWorkSA  
GPO Box 2668  
South Australia 5000  
  
Phone: 13 18 55  
Email: [foi@rtwsa.com](mailto:foi@rtwsa.com)  
Website: [www.rtwsa.com](http://www.rtwsa.com)

To contact ReturnToWorkSA in a language other than English, please ring the Interpreting and Translating Centre on 1800 280 203 and ask them to contact us on 13 18 55.

**This interpreting service is available at no cost to you.**

If you need information in braille, audio, e-text or large print, please call us on 13 18 55 and we will do our best to help you.

If you are deaf or have a hearing or speech impairment you can call ReturnToWorkSA through the National Relay Service (NRS):

- TTY users can phone 13 36 77 then ask for 13 18 55.
- Speak & Listen (speech-to-speech) users can phone 1300 555 727 then ask for 13 18 55.
- Internet relay users can connect to NRS on [www.relayservice.com.au](http://www.relayservice.com.au) then ask for 13 18 55.