

# STEPS TO FOLLOW WHEN THINKING ABOUT SHARING INFORMATION UNDER SECTION 66C

Do you want to ask for or provide information using section 66C for any of the following:

- Prevent or reduce the risk of harm, ill-treatment, abuse, neglect or deprivation for tamariki OR
- Make or contribute to an assessment of the risks or needs of tamariki OR
- Make, contribute to or monitor any support plan for tamariki that is managed by Oranga Tamariki OR
- Prepare, implement or review any prevention plan or strategy made by Oranga Tamariki OR
- Arrange, provide or review services facilitated by Oranga Tamariki for tamariki or their whānau OR
- Carry out any function in relation to a family group conference for tamariki in care or anything else related to the care or protection of tamariki.

If a child is at risk of being seriously harmed (physically, emotionally or sexually) or neglected, call Oranga Tamariki or Police immediately.

No

**You can't share under the Oranga Tamariki Act 1989.**

Seek support or advice from your agency.

Yes

Is the information you are planning to share relevant to the wellbeing or safety of the child (even if it isn't about them)?

No

Think about who is the best fit for the purpose of sharing information.

Who may hold the information you require or provide the required service?

Yes

Is the independent person or agency you want to share with covered under the Oranga Tamariki Act 1989?

No

Yes

**You can share information under the Oranga Tamariki Act 1989**

Think about how providing the information fits with any code of practice or ethics that apply whilst keeping the child's wellbeing and safety at the centre of your decision making.

Ask for

Provide

Agencies may have forms, templates or processes for requesting information.

A call or face to face contact may identify the best way to make a request.

**Complete request.**

- Record should include:
- What is required
  - Why it is required
  - What it will be used for
  - Information about any relevant timeframes
  - Any contact details for the person the information is about

Is the information you are providing as accurate, complete and up-to-date as possible and will it help the agency fulfil purpose specified in s66C?

No

Yes

Where appropriate or practicable talk with tamariki or their representative about providing their information AND consider their views.

Yes

**Record details of any request and any information received as a result of the request.**

Do I believe that providing the information is in the best interests of tamariki?

No

Yes

**Provide information and record details.**