

NIHRACS - DISCLOSURE LOG

Information released under the Freedom of Information Act, as per section 8 (2)(g) and 11C of the Act, is listed (where possible) in the disclosure table below.

Some documents, due to their size or their format, may not be able to be listed in the table. Should you wish to access these documents, please contact the FOI Officer to request a copy.

Documents not included in the disclosure list are those which;

- have been released under the FOI Act which contain personal or business information and, which would be unreasonable to publish
- access has been refused or, which are exempt from release under the FOI Act
- have been released outside the FOI Act
- are already publicly available

To contact the FOI Officer email to foi@health.nlk.gov.nf

FOI Reference Number	Date of Access	Date of Publication	FOI Request	Information published on the disclosure log
003/2025	04/08/2025	14/08/2025	Reports, emails, agreements, documents relating to the Norfolk Island group called 'WAGNI' on how that entity and all or any of its members are involved in any department, area and health service of NIHRACS.	003 2025 Decision DisclosureDocuments
005/2025	04/08/2025	14/08/2025	NIHRACS "performance review" and/or "assessment review" forms/templates for all staff (including in the X-Ray and Pathology and Dental department) since 1 July 2024.	001 Performance ReviewTemplate2018 002 NIHRACS Performance Review Tool-DraftWIP
006/2025	11/8/2025	14/8/2025	Job descriptions (to include what qualifications are required for each of those positions) for the last 2 years for all staff positions in the Dental Clinic, Pathology department, X-Ray department, Laboratory department, Physiotherapy department in Norfolk Island Hospital/NIHRACS.	FOI 006 Documents
007/2025	04/08/2025	14/08/2025	Reports, notes, documents and register, of the number of medivacs flight services between Norfolk Island and Australia from 1 July 2024 to 1 July 2025.	NIHRACS Medevac Table FY 24-25 - Disclosure Log
009/2025	11/08/2025	14/08/2025	NIHRACS policies and rules in relation to any staff having to hold a "blue card", working within any department of NIHRACS and working with children policy.	FOI 009 2025 DisclosureDocuments

004/2025	3/9/2025	16/9/2025	Reports, emails, discussions, agreements for the personal private health files of Norfolk Island residents that were put together, packaged and taken to Brisbane, QLD and then returned to Norfolk Island.	20170525 DIRD Norfolk Islander article FOI 004.2025 Redacted-Document 1-20170525 Email DIRD to NI re Medical record removal FOI 004.2025 Redacted-Document 2-20170804 Email-Refurbishment details and Medical Records return 20171106 Archive records register from Commonwealth 6.11.17
008/2025	3/9/2025	16/9/2025	Reports, documents that all health and medical equipment used by NIHRACS in all the Norfolk Island Hospital facilities (buildings) including dental buildings are as per the standard that NIHRACS associated with Australian Government health requirements.	20250903 FOI 008-2025 Supporting Documents
010/2025	17/9/25	18/9/25	Copies of reports, assessments, minutes provided to the Metro North/Queensland Health Services/Australian Government and/or the Queensland Government from 1 July 2024 to 1 July 2025.	20250917 FOI 010-2025 Supporting Documents Disclosure Log
012/2026	13/4/2026	24/4/2026	Documents, appointments, delegations, instruments, power of attorney, Statutory authority and directives relating to Development Application DA.BA 28/2025 and NIHRACS	012-Documents
014/2026	13/4/2026	24/4/2026	Gazette notices, documents, emails, briefing notes, legal advice, memorandums, internal correspondence, recordings, policy, directives, instrument, delegations, reports regarding NIHRACS forming the view that the Chamber of Commerce was dissolved under the Norfolk Island Associations Incorporation Act 2005 (NI).	014 - Combined Documents
015/2026	24/3/2026	24/4/2026	Documents, instruments, title search documents, emails, notes that provide the evidence on paper that Dr Jodie McCoy and/or Liz Unkles, Manager, NIHRACS is the lawful proprietor (owner of the lands) as shown in DA.BA 28/2025 (Hospital and Health Services Facilities - NIHRACS).	015 - Combined Documents

011/2026	27/4/2026	28/4/2026	Copies of Staffing and Risk Assessments, Staffing Model, Accreditation, Governance and Control relating to Pathology Operations at NIHRACS.	011 Documents
016/2026	1/5/2026	5/5/2026	Copies of emails, briefing papers, minutes, reports, advertisements, recruitment, job descriptions, funding and other any other documents relating to NIHRACS recruitment	FOI 016-2026 Documents
013/2026	13/5/2026	14/5/2026	Copies of documents relating to travel expenses from 1 January 2024 to 1 February 2026 for Dr Jodie McCoy and Ms Liz Unkles. Request dates (to and from) of travel and to what Australian city or elsewhere. Reason of travel. Complete contact details of who each of you met with and the reason for these meetings. What budget did all these travel expenses come from. Who are the persons that are acting at NIHRACS when each of the two people are off island.	Documents - 013 - Part 1 Documents - 013 - Part 2
017/2026	18/5/26	21/8/26	Copies to documents relating to the; Creation, approval and funding of positions advertised by NIHRACS during period 1 July 2025 to the present. Funding relating to positions advertised. Approval for creation, establishment, or recruitment of positions. Briefing notes, internal correspondence reports, minutes, or memoranda relating to the creation, recruitment or funding. Identifying the source of funding, including any program funding, workforce expansion initiatives, or budget reallocations. Workforce planning documents, staffing establishment schedules, or organisational workforce plans. Agreements, correspondence, and documentation between NIHRACS the Australian Government and/or Queensland Government departments relating to funding or approval of positions.	017-Combined Documents

018/2026	18/5/2026	21/8/2026	Copies of documents identifying the lawful status and designation of the Norfolk Island health facility commonly referred to as “Norfolk Island Hospital”, including any records confirming whether this is: a formally designated hospital, a health service facility, or another category of health facility. Documents authorising, approving the use of the name “Norfolk Island Hospital” in public communications, signage or government publications. Any health facility licences, registrations, approvals, or authorisations held in relation to the facility, including documents issued by or involving the Australian Government and its departments. Any Australian State or Territory Government and health authority. Any Australian national or inter-jurisdictional health regulatory framework. Documents relating to the regulatory or accreditation framework under which the facility now operates, including but not limited to: Accreditation under the Australian National Safety and Quality Health Service (NSQHS) Standards. Hospital or health service accreditation certificates, documentation identifying the Australian regulatory body responsible for such accreditation. Documents explaining or describing the statutory or administrative authority under which NIHRACS operates hospital-level clinical services, including any internal governance papers, briefing notes, emails or legal advice addressing this matter. Any internal policy, briefing note, or governance document that explains the relationship between the Norfolk Island Health and Residential Aged Care Service as a body corporate, and the health facility referred to as “Norfolk Island Hospital”.	018-Combined Documents
019/2026	18/5/26	21/8/26	Access to documents relating to the financial reporting and funding of the Norfolk Island Health and Residential Aged Care Service (NIHRACS). Copies of the following documents for the most recent completed financial year, and for the preceding financial year:	

			The annual financial statements of NIHRACS, including any statements of financial position, income statements or equivalent financial reporting documents. Any audited financial statements or audit reports relating to NIHRACS. Annual budget, financial plan or funding allocation document prepared for or approved for NIHRACS. Financial reports submitted by NIHRACS to the Australian Government or to any Australian Government administering department. Any Service Delivery. Any internal governance or briefing documents describing the financial reporting framework applicable to NIHRACS. Agreement, funding agreement, or equivalent document governing the provision of Commonwealth of Australia funding to NIHRACS.	019-Combined Documents
020/2026	16/6/26	21/8/26	For the period 1 January 2024 to 1 February 2026, access is requested to documents identifying the legal, administrative, financial, or delegated authority under which official off-island (Norfolk Island) travel, attendance at meetings, conferences, training, professional development activities, consultations, government engagement activities, or other work-related travel undertaken by Dr Jodie McCoy and/or Ms Liz Unkles on behalf of or for NIHRACS was approved. Includes travel approval forms, delegation instruments, approval workflows, emails or memoranda, records identifying the approving officer or delegate, documents identifying the authority under which travel expenditure was approved, internal policies or procedures governing approval of official travel, records identifying any applicable financial delegation or expenditure authority relied upon in approving such travel. The request relates only to official travel undertaken in an official or administrative capacity on behalf of NIHRACS.	020-Combined Documents

022/2026	19/6/26	21/8/26	Access to the following documents referred to or identified within documents released in response to FOI 019/2026 relating to Norfolk Island Health & Residential Aged Care Service (NIHRACS): Any "letter of Support" referred to within the released NIHRACS financial statements concerning Commonwealth funding support and/or assurances relating to NIHRACS' ongoing financial viability and ability to meet liabilities. Any Minister's Norfolk Island Delegation Instrument referred to within the released financial statements concerning delegation of Ministerial powers relating to NIHRACS. Any current Service Delivery Agreement (SDA) between the Commonwealth of Australia, DITRDCSA and NIHRACS, including any schedules, appendices, variations or extensions currently in force. Documents created from 1 January 2025 to present concerning: (a) expiry, renewal, replacement or renegotiation of the current SDA due to expire on or around 20 June 2026; (b) future governance arrangements for NIHRACS; (c) future funding arrangements for NIHRACS. Any Heads of Agreement, appendices, schedules or equivalent arrangements presently in force between the Queensland Government / Queensland Health and Department of Infrastructure, Transport, Regional Development, Communications, Sport and the Arts (DIRDCSA) concerning the provision of clinical, operational, administrative or corporate support services to NIHRACS. Any written directions, delegations, authorisations or instruments presently vesting or delegating powers relating to NIHRACS to the Secretary of Queensland Health or Queensland Health officials."	022-Combined Documents