



Federated Analytics Platform User Access Form

This form is used by non-government agency staff to request access to the Permanency Support Program (PSP) Information Quality Reports and dashboards on DCJ's Federated Analytics Platform. This form must be sent from the agency's Principal Officer's email address to confirm approval for the applicant to receive access.

Following approval, this request is usually completed within 10 business days.

Request Details

Please fill out all fields and tick boxes on this form. Incomplete forms will not be accepted and may impact delays in processing.

Request Type

Is this request on behalf of an external user?

Applicant's information

First Name

Last Name

Organisation

Work Phone

Work Email

Work Address

Job Title

Business Justification

Domain

Permanency Support Program (PSP) Information Quality Reports



Working with Children Check (WWCC)

WWCC Number

WWCC Surname

WWCC Expiry Date

What is your date of birth?

Privacy Training

Have you read and understood the *Privacy and You for Service Providers* training module PDF?

Yes

Please note that it is a requirement to have completed Privacy training before access can be given to the Federated Analytics Platform

Confidentiality of Departmental Data

It is a condition of your access to Federated Analytics Platform (FAP) that you and all managers, staff and computer users:

- take all reasonable steps to prevent unauthorised access or use of FAP client information
- must keep secure your own user-id and passwords
- must only access or use FAP client information where this is required as part of work with DCJ
- securely store and dispose of information printed or downloaded from FAP.

I agree to comply with these policies and procedures

Organisation confirmation and approval

Please send completed form from the Principal Officer's email address confirming their approval for the applicant to receive access.

Principal Officer's Name

Date approved