



Who can make a submission to the Specialist Medical Review Council?

Eligible persons and organisations may make a written submission to the Specialist Medical Review Council (the Council). A person having expertise in a field relevant to the review may also make a written submission.

Written submissions should be in reference to the information that was available to the Repatriation Medical Authority (RMA), which is relevant to the Council's review, rather than on an individual case.

An eligible individual or organisation who makes a written submission, or their respective representative/s, may appear before the Council to make an oral submission complementing the written submission.

When do I make a submission to the Specialist Medical Review Council?

The Council must publish in the *Australian Government Gazette* a notice of its intention to carry out a review. That notice specifies the date by which all submissions must have been received.

[Details of current reviews and submission dates can be viewed here.](#)

What material can go into a submission?

Your submission provides you with the opportunity to comment on the information that was available to the RMA and which in your view supports your contentions.

[Guidelines and a Submission Form can be found here.](#)

What kind of information can the Review Council consider?

In carrying out its review, the Council must consider all the information that was available to the RMA when it made the decision being reviewed.

The Secretariat will provide you with access to this information if you request it.

The information that was available to the RMA when it made the decision under review is the **only** information the Council may review. If there is new information presented to the Council, or about which the Council is aware, it is possible for the Council to bring this to the attention of the RMA. A review council cannot, however, use new information to direct the RMA to amend the Statement of Principles under review.

Can I ask for legal assistance?

While you may seek legal or medical expert advice when preparing a submission, eligible persons and organisations may not be represented before the Specialist Medical Review Council by a legal practitioner, and submissions may not be made on legal matters.

Will my submission be kept confidential?

In preparing your submission, please be aware that under 196ZD(1) of the VEA, the Review Council may make any submissions it receives available to other parties to the review. It may also refer to, or publish, part or all of the contents of submissions in its document.

An author of a submission can request that all or part of the submission should remain confidential, by indicating this clearly on the front of the submission. You could also consider presenting any confidential information in an appendix to the submission to allow the body of the submission to be published..

Can I get help in making my Submission?

The Council's secretariat staff are willing to assist you with any questions you may have and to provide advice on how to complete a submission. Staff cannot assist you with content however. You may wish to ask your ex-services organisation for help when preparing your submission.

Contact the [Specialist Medical Review Council](#) on Telephone: **(07) 3223 8420**.

This form should be completed by [an eligible person or organisation](#) who wishes to make a submission to the Specialist Medical Review Council (SMRC) for consideration in its review of the contents of a Statement of Principles (SoPs), or a decision made by the RMA not to make a SoPs or (196C(4)) to carry out an investigation.

It is recommended that you read Submission Guidelines before completing this form <http://www.smrc.gov.au/making-submission>

1. Name of person or organisation seeking a review	<input type="text"/>
2. Address for correspondence	<input type="text"/> <input type="text"/> <input type="text" value="POSTCODE"/>
3. Telephone number(s)	Work <input type="text" value="[]"/> Home <input type="text" value="[]"/> Mobile <input type="text"/>
4. Email address	<input type="text"/>
5. I am eligible to make this request: (please tick one)	<input type="checkbox"/> a person eligible to make a claim for a pension under Part II or Part IV of the <i>Veterans' Entitlements Act 1986</i> Provide DVA File No. (if known) <input type="text"/> In signing this form, I understand that the SMRC may check my eligibility with the Department of Veterans' Affairs. <input type="checkbox"/> a person eligible to make a claim for compensation under section 319 of the Military Rehabilitation and Compensation Act 2004 (the MCRA) Provide DVA File No. (if known) <input type="text"/> In signing this form, I understand that the SMRC may check my eligibility with the Department of Veterans' Affairs. <input type="checkbox"/> an organisation representing veterans, Australian mariners, members of the forces, members of Peacekeeping forces, or members within the meaning of the MRCA, or their dependants. In signing this form, I understand that the SMRC may check the eligibility of my organisation with the Department of Veterans' Affairs. <input type="checkbox"/> the Repatriation Commission; the Military Rehabilitation and Compensation Commission <input type="checkbox"/> a person having expertise in a field relevant to the review may also make a written submission
6. I am making a submission to the SMRC's review concerning the following RMA decision	Decision <input type="text"/> <input type="text"/>
7. Statement of Principle (SoP) number (if applicable)	<input type="text"/>
8. Date the Review was gazetted by the SMRC	<input type="text" value="/ /"/>

<http://www.smrc.gov.au/current-reviews>

Your submission should address the following issues:

9. How you think the SoPs should be amended or why you think a SoPs should have been made by RMA?

If insufficient space for your answers, please attach additional sheet(s)

10. Identify the medical-scientific information that was available to (before) the RMA which supports your condition

If insufficient space for your answers, please attach additional sheet(s)

11. Is this submission to remain confidential?

No

All parts

Partially

► Which parts of this submission should be kept confidential?

12. Discuss how the medical-scientific information supports your contention

If insufficient space for your answers, please attach additional sheet(s)

13. Your Reference list

<i>Author</i>	<i>Date</i>	<i>Publication</i>	<i>Page Nos</i>	<i>RMA ID Reference No or your Reference</i>
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This form should be sent to:

**The Registrar
Specialist Medical Review Council
PO Box 965
BRISBANE QLD 4001**

Telephone: (07) 3223 8420

E-mail: SMRC.registrar@smrc.gov.au

If you need to send a fax to the SMRC, please telephone **(07) 3223 8420** and you will be provided with the details.