

Recording Restrictive Practice Approvals

Quick Information Guide

Reporting Periods

Short Term Approvals given by the chief executive (or their delegate) of the department must be notified to the department within 14 days of receiving the approval.

Consents given by a guardian for a restrictive practice matter or from an informal decision-maker must be notified to the department within 21 days of receiving the consent.

How to notify of your restrictive practice approval

Online Data Collection (ODC)

- <https://odc.disability.qld.gov.au>

Information and reference materials

ODC Resources

- [Online Data Collection: Help](#)

Restrictive Practice Approvals Guides

- [How to access Restrictive Practice Service User](#)
- [How to create a new Restrictive Practice Service User](#)
- [How to notify the department of a Restrictive Practice Approval \(Form 6-4\)](#)
- [How to notify change of details to an existing Restrictive Practice Approval \(Form 6-5\)](#)
- [How to add guardian details to an existing Restrictive Practice Approval](#)
- [How to create a new Restrictive Practice Service Outlet](#)
- [How to authorise a Restrictive Practice declaration](#)

Help available

Publications and Resources:

[Resources](#) | [Department of Families, Seniors, Disability Services and Child Safety](#)

Email help: enquiries_rp@qld.gov.au

Phone help: 1800 902 006*

*Calls from mobile phones are charged at applicable rates.

ODC Publications and Resources:

[Online Data Collection Help](#)

Email help: compliance_rp@qld.gov.au

Phone help: 1800 902 006* (option 1)

*Calls from mobile phones are charged at applicable rates.