

# Notification of Incident Form

Thank you for notifying us of an incident. An incident is any circumstance which may give rise to a claim for indemnity under the policy, such as a patient claim, complaint or adverse event, request for a report to the Coroner, investigation by the Medical Board/AHPRA, inquiry by a hospital or tribunal, an employment dispute, appeals, or allegations of misconduct.

Member details	
First name	Surname
Membership number	
Preferred contact number	Email address

If you have received the following:

- a writ, statement of claim or demand for compensation or request for reimbursement of monies
- notification of an investigation by a Professional Registration Board or Professional Services Review Committee
- notification of an inquiry by a professional body, health services authority, medical tribunal, Royal Commission, Coroner's Court, criminal court, health or medical benefits fund, the Australian Information Commissioner or Anti-Discrimination Board (or equivalent) and/or, in the case of medical students, by a university that you attend
- correspondence from Medicare, the Department of Health, the Drugs and Poisons Unit, Pharmaceutical Services (or other state/territory equivalent) regarding a self-audit, seeking information about your prescribing of medications and/or treatment of patients, and/or about the services you have provided

please call us on **1800 011 255** during business hours or send an email to [advice@mdanational.com.au](mailto:advice@mdanational.com.au) so we can promptly assist you.

If you are aware of any circumstances that may give rise to a claim for indemnity\* under the policy, please provide full details below. Circumstances which **may** give rise to a claim for indemnity under the policy include, but are not limited to:

- claims and complaints arising from the provision of healthcare services
- investigations and inquiries involving you
- an allegation of criminal conduct or sexual misconduct against a patient
- contraction of, or possible contraction of a communicable disease
- a threat to your personal safety or the safety of a member of your family arising from your provision or non-provision of healthcare services
- an allegation that you breached the *Australian Competition and Consumer Act 2010* (Cth) or the *Trade Practices Act 1974* (Cth) or equivalent arising directly from the provision of healthcare services
- a dispute with an employer or employee
- a complaint, appeal or potential complaint or appeal under the by-laws of a medical college arising out of your involvement in a training program
- loss of documents relating to your provision of healthcare services.

\*Indemnity of any matter disclosed to MDA National Insurance is assessed in accordance with the policy terms and conditions.

