



Australian Government

Department of Health and Aged Care

Declaration by the approved provider

Note to individuals signing this form:

Giving false or misleading information or documents is an offence under Division 137 of the *Criminal Code Act 1995* (Cth) with a maximum penalty of 12 months imprisonment.

Approved providers have a responsibility to:

- comply with Part 3A.3 of the Aged Care Act in relation to managing refundable deposits, accommodation bonds and entry contributions under paragraph 56-1(ga) of the Act; and
- comply with other such responsibilities as are specified in the Accountability Principles 2014, including reporting responsibilities, under paragraph 63-1(m) of the Act.

The Secretary may impose sanctions (see Division 66 of the Act) on an approved provider if the approved provider has not complied, or is not complying with one or more of its responsibilities under the Act, including responsibilities to submit aged care reports.

Who Must Sign the Declaration:

If the approved provider is not a State, a Territory, an authority of a State or Territory or a local government authority, the aged care financial report must be signed by:

- (a) if the provider is a body corporate that is incorporated, or taken to be incorporated, under the *Corporations Act 2001*—a director of the body corporate for the purposes of that Act; and
- (b) otherwise—a member of the provider's governing body.

If the approved provider is a State, a Territory, an authority of a State or Territory or a local government authority, the aged care financial report must be signed by one of the approved provider's key personnel who is authorised by the provider to sign the report.

As a person who is authorised by the approved provider to sign this statement, I certify that all particulars given in this Quarterly Financial Report (QFR) as it relates to:

- Viability and Prudential Compliance questions
- Quarterly Financial Statements
- Residential care labour cost and hours reporting
- Home care labour cost and hours reporting
- Quarterly Food and Nutrition reporting

are true and correct.

Full Name	Position
Signature	Date

You must submit the completed QFR before 5:00pm on 4 November 2022 online via the QFR portal.

<https://health.formsadministration.com.au>