



# FAMILY SUPPORT NETWORK

## Partner Agency

### Individual Request for Access to FuSioN Database

Lead Agency Requesting: **MercyCare**  / **Centrecare**  / **Communicare**

Lead Agency Corridor: \_\_\_\_\_

#### Staff Details

Surname: \_\_\_\_\_ First Name: \_\_\_\_\_

Position: \_\_\_\_\_ Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

#### Type of Request and Period

Type of Request:            **New**             **Alteration**             **Deletion**

Is this a Permanent Position: Yes  / No

Is this a Temporary Position: Yes  / No  If yes, please provide end date \_\_\_\_/\_\_\_\_/\_\_\_\_

Additional Comments: \_\_\_\_\_

#### Partner Agency Certification and Acknowledgement

I agree to record and share all relevant information in accordance with the FSN MOU and guide to information sharing for government and non-government agencies outlined in the "[Working Together for a better future for at risk children and families guide](#)" document located on the [wafsn.org.au](http://wafsn.org.au) website. I agree to notify the Alliance Manager when access to FuSioN by this staff member is no longer required

Staff Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Manager Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

#### Please forward this form to Alliance Manager for approval:

I approve the above staff member's access and confirm an FSN MOU is in place to support use of FuSioN. I understand the user account will be inactive until Client Applications Support receives confirmation in writing that Fusion training has been completed by the user. I agree to notify Client Applications Support when access to the FuSioN database by this staff member is no longer required.

Alliance Manager: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

**This document is to be forwarded to the Department of Communities, Child Protection and Family Support Division, [ClientApplicationsSupport@cpfs.wa.gov.au](mailto:ClientApplicationsSupport@cpfs.wa.gov.au) by the FSN Alliance Manager. Please note: new accounts will be created but locked pending confirmation FuSioN training has been completed.**