



## Application to be a Approved Monash Care Giver

AREA	INFORMATION REQUIRED	COMPANY/PROVIDER DETAILS
<b>COMPANY DETAILS</b>	Name of Company	
	Is it a Pty Ltd Company?	
	ACN Number	
	ABN Number	
	Director/s	
	Is this the only employment your director's have? If, no, please detail.	
<b>CONTACT DETAILS</b>	Street Address	
	Postal Address	
	Landline Number/s	
	Mobile Number/s	
	Fax number	
	Email address/s	
	Website address	
<b>OPERATIONAL DETAILS</b>	Year of Establishment	
	History and role of Company (Attach profile including outline of role)	
	What services does your company offer? (attach information if necessary)	
	What rates do you charge for your services (attach schedule of charges)	
	With which other companies do you have a working arrangement? (For example airport greeting and transfer)	

	In which state/s does your company operate?	
	Approximately how many students are in your care/homestays at any one given time?	
	If your company places students in Homestay, what checking arrangements are in place?	
	Does your organisation enter into a formal agreement with clients. If so, please provide a copy.	
	Does your organisation have a formal grievance procedure that your clients have access to? (Attach copy)	
	Are you aware of any issues that would put you into a conflict of interest	
<b>STAFF</b>	Ratio of staff to students	
	How are they suited to carry out their roles?	
	Please provide police checks for them all.	
	What professional development are they given?	
<b>ACCREDITATION</b>	List the institutions with you have full accreditation (ie, are cited on their website or in their brochures as being accredited/approved by them)	