



## Professional Standards Office

Established by the Bishops and Leaders of Religious Institutes of the  
Catholic Church in South Australia

Date: 19/4/13.

Subject: LB

-pc to Tony Fuller @ 3:15pm.  
I sought advice in following up the  
phone call to Julie Corball.

We should not be seen to be party to  
any editing of a file. Tony not sure  
why they would want to do that.  
He thinks it would be highly dangerous  
for them to do so.

I had to ask why they think that we  
are an interested party whom she  
needs to contact.

Can ask how far back does her file go?

pc to Julie at 3:25pm.  
Request for entire church file.  
She can send a copy if we like.  
She said they can redact anything we  
would like taken out. I asked what  
that meant. She said if there were  
things in the nature of personal phone  
numbers of workers or the like, they could  
be blacked out.  
She will email me the documents  
for my comment.

S. Cain

pc to Tony re above. 3:30pm.  
me to provide email to him what  
he needs it.

S. Cain

Sue Cain  
Director



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Friday, 19 April 2013

**11.06am Phone call from Julie Cottrall from Disability Services**

Julie Cottrall from Disability Services called through the Diocesan Reception area and spoke with Dave McCabe. Dave determined the call was a request for the Professional Standards Office and transferred the call through to me.

Julie introduced herself and explained she had received a FOI request from lawyers requesting a client's file, under the FOI they are obligated to inform all parties who may have had contact with the file eg correspondence, policies.

Julie explained the file is for Mr LB and the information relevant to the Church are documents outlining the day options plans in 2001, his activities and transport arrangements. Julie does not think there is anything too concerning on his file.

Julie said they can always redact the file, but wants to discuss the documents first.

I explained to Julie I was unable to help her at this time, but I would discuss with the Director and someone from the Professional Standards Office will return her call.

**Julie Cottrall can be contacted on 8448 4692**

Jyah Easter  
Office Coordinator

<b>MESSAGE</b>		DATE 19/4/13	TIME 11:06	A.M. P.M.	
TO	Sue				
FROM	Julie Cottrall				
<b>DETAILS</b>		Querying information re: LB → FOI request they received! (see case note)			Tel. 8448 Mobile 4692 Fax E-Mail
SIGNED	Jyah		<input checked="" type="checkbox"/> Telephoned <input type="checkbox"/> Please ring <input type="checkbox"/> Will ring back <input type="checkbox"/> Called in		<input type="checkbox"/> URGENT