



# Consumer Information Sheet – Records of Hearings

## Recording your hearing

The Mental Health Review Tribunal (MHRT) will be using electronic audio equipment in order to capture a spoken record of your hearing. This is called an **audio record**.

Sometimes, this record may be done by typing or writing what was said at your hearing. This is known as a **written record**.

Only the MHRT panel is allowed to record a hearing.

These records are used to capture what happened at your hearing and are different to the reasons for the MHRT's decision. The reasons can be requested separately.

## Can I have a copy of the record of my hearing?

Yes. You, your nominated support person, your personal guardian, your legal representative and some others may get a copy of the record of your hearing if requested.

The only time you won't be able to get a copy is if your hearing was adjourned. However, once a final decision is made (to confirm, revoke, approve or refuse), you may be able to request it then.

In most cases, you will be given a copy of the audio record. Sometimes you may be given the written record of the hearing instead.

## Can I have a transcript of my hearing?

Usually a transcript will not be provided. If you want a transcript, you will need to tell the MHRT why. The reasons may include:

- a. your location (for example you are currently in prison);
- b. your specific needs (for example you are deaf or hard of hearing); or
- c. anything else that explains why you need a transcript instead of an audio recording.

## How can I request a record of my hearing?

If you would like a record of your hearing, please complete the *Request for Record of Hearing Form* found on the MHRT's website. There is no cost to get the record.

## How will I receive the record of my hearing?

The MHRT will normally send you an email which tells you how you can get your record. There is further information about this on our website, but you can also call us if you need help.

## Confidentiality

There are rules and responsibilities for you, the MHRT and others about how records can and can't be used. For example, records should not be uploaded to social media by anyone. Also, the MHRT must follow particular rules about who can access your records.

When you are sent the record, the MHRT will give more information about these rules and responsibilities.



## Further information

If you need help with filling in the *Request for Record of Hearing Form*, or if any more information is required, please call the Tribunal on (07) 3338 8300 or email [MHRT.Recordings@mhrt.qld.gov.au](mailto:MHRT.Recordings@mhrt.qld.gov.au) .



Scan here to visit the MHRT's website.



### Do you need an interpreter?

If you require an interpreter, please call the Translating and Interpreting Service (TIS National) on 131 450 for immediate phone interpreting.