

## Psychiatrist (Chapter 4) reports for people in custody

There will be occasions where a person who is the subject of a psychiatrist report is in Queensland Corrective Services (QCS) custody. In these cases, the examination interview for the person may need to occur via videoconference.

### Examination of a person in custody

Videoconference bookings are equivalent to an in-person visit within a QCS facility. As such, security clearance under s155 and s156 of the *Corrective Services Act 2006* is required.

This is acquired by completing the QCS Form 27(a) - [Application to Visit \(In Person/Virtual\) – Professional, Official or Other Business Purposes](#).

QCS completes criminal record checks upon receiving the Form 27(a) and processing time may vary up to 8 weeks. Once approved, this form remains valid for 12 months and information is stored securely by QCS.

Videoconferences can only be booked once an Application to Visit has been approved by QCS.

### Tips for completing the Form 27(a) - Application to Visit

- Work address and contact details can be utilised.
- Select all modes of visit to ensure repeat applications are not required within 12 months should your visit mode change.
- Request access to 'All Centres' not a specific centre.
- Provide a photo of your valid Queensland Health identification card. This does not need to be certified.
- Save a copy of your completed form, this will make reapplication easier after 12 months has elapsed.

### Booking a videoconference

As every QCS facility has its own booking system, [contact the prison](#) for details.

When booking a videoconference for an examination for a psychiatrist report, you need to clearly state that it is for a medicolegal purpose and that you require 60 minutes (or longer) to complete the examination.



It is also recommended that you provide QCS with several possible dates and indicate your availability on those dates (i.e. AM/PM or both). This will assist QCS to book the earliest possible appointment for you as the person's custodial security status (i.e. mainstream vs. protection) may mean they can only be seen on certain days due to operational restrictions within the centre.

### Professional visits booking contacts and information

Centre	Phone	Email	Notice required for 1 – 2 hour booking
Arthur Gorrie Correctional Centre	07 32120472	<a href="mailto:argvisitorscentre@corrections.qld.gov.au">argvisitorscentre@corrections.qld.gov.au</a>	Minimum 48 hours
Brisbane Correctional Centre	07 39091585	<a href="mailto:BCCBookAVisit@corrections.qld.gov.au">BCCBookAVisit@corrections.qld.gov.au</a>	Minimum 24 hours
Borallon Training and Correctional Centre	07 5460 8460	<a href="mailto:btccvideoconferencing@corrections.qld.gov.au">btccvideoconferencing@corrections.qld.gov.au</a>	14 days
Brisbane Womens Correctional Centre	07 3271 8934	<a href="mailto:BWCCvideoconferencing@corrections.qld.gov.au">BWCCvideoconferencing@corrections.qld.gov.au</a>	Bookings are available between 0830-1045hrs. Anything over 1 hour is problematic and impacts ability to have other bookings.
Capricornia Correctional Centre		<a href="mailto:capvideoconferencing@corrections.qld.gov.au">capvideoconferencing@corrections.qld.gov.au</a>	7 days for bookings over 1 hour
Lotus Glen Correctional Centre	07 4086 7663	<a href="mailto:LGCSwitch@corrections.qld.gov.au">LGCSwitch@corrections.qld.gov.au</a>	14 days
Maryborough Correctional Centre	07 41237493	<a href="mailto:MCCVisits@corrections.qld.gov.au">MCCVisits@corrections.qld.gov.au</a>	14 days
Southern Queensland Correctional Centre	07 5466 6908	<a href="mailto:SQCVideoConferencing@corrections.qld.gov.au">SQCVideoConferencing@corrections.qld.gov.au</a>	7 days
Townsville Correctional Complex (Male and Female)	07 44305301	<a href="mailto:TCCappointments@corrections.qld.gov.au">TCCappointments@corrections.qld.gov.au</a>	14 days
Wolston Correctional Centre	07 3271 9491	<a href="mailto:WOLvideoconferencing@corrections.qld.gov.au">WOLvideoconferencing@corrections.qld.gov.au</a> , <a href="mailto:WolstonProfessionalvisits@corrections.qld.gov.au">WolstonProfessionalvisits@corrections.qld.gov.au</a>	If available, 1-hour bookings can be booked the day prior. These generally fill fast.
Woodford Correctional Centre	07 5422 5248	<a href="mailto:WOOVideoConferencing@corrections.qld.gov.au">WOOVideoConferencing@corrections.qld.gov.au</a>	1 month for protection prisoners 14 days for mainstream prisoners.

## **More information**

For further assistance please speak with your local Administrator Delegate.

For any issues or concerns about a Form 27(a) Application to Visit please contact:  
[ESPOnboarding@Corrections.qld.gov.au](mailto:ESPOnboarding@Corrections.qld.gov.au).

## **Resources**

[Form 27a - Application to visit - professional, official or other business purposes](#)

[Chief Psychiatrist Policy – Psychiatrist reports for persons charged with a serious offence](#)

[Guidelines for preparing psychiatrist reports \(Chapter 4 reports\)](#)