



# Application for Review

Please complete this form if you are unhappy with a decision ACC has made about a claim, entitlement, or levy, and you want the issue to be reviewed.



## Important information

- Please make your application within three months of the date of the decision you are unhappy with. If you are a claimant and cannot meet this timeframe, ACC may be able to accept your application more than three months after the decision.
- Please give the date of ACC's decision you are unhappy with and the reasons for your application. If you do not provide enough information, the application may be returned to you for more details.
- Don't forget to sign and date the application.
- If you need help to fill in this form please ask your case manager or call ACC free on 0800 101 996, Monday to Friday 8:00am – 5:00pm.

YOUR CONTACT DETAILS	PLEASE COMPLETE ALL SECTIONS
1. What type of applicant are you? (Tick one box only) <input type="checkbox"/> Claimant <input type="checkbox"/> Employer <input type="checkbox"/> Registered Health Professional/Organisation	
2. Applicant name (your first and family names, or trading name):	
Address:	
Postal address (if different from above):	
Claim number or ACC number for levy payers (you can find this information on your decision):	
Daytime contact phone number:	
3. If you are an advocate completing this form on behalf of another person, what is your name and address? (Note that advocates must be authorised by the person to act on their behalf)	
Name:	
Address:	

DETAILS ABOUT YOUR APPLICATION	PLEASE COMPLETE ALL SECTIONS
4. Date ACC made the decision you want reviewed? (ie the date on the decision letter, or the date of the advice ACC gave you)	
5. What are the reasons for your application? (Say why you think ACC's decision is incorrect or unfair. Please attach more pages if you run out of space.)	

<p>6. If you are making this application three months (or more) after ACC's decision, please list your reasons (if any) for the late review application. (Please attach more pages if you run out of space.)</p>
<p>7. What would you like to happen as a result of this review? (eg "I would like to get weekly compensation payments") (Please attach more pages if you run out of space.)</p>

**What happens next?**

- ACC will reconsider its decision, including any extra information you provide. This may result in a new decision replacing the one you are unhappy with.
- ACC will contact you soon to let you know about the next steps in the process.
- If you are still not happy with ACC's review of its decision, you can ask for the decision to be examined by an independent person at a formal review hearing.

**If your case goes to a review hearing:**

- You may wish to think about what evidence you will give to support your application.
- ACC will notify everyone affected by the review of the date and time of the formal hearing so that everyone has the opportunity to be represented.
- ACC may give relevant information about your case to anyone with an interest in the review who also has the right to speak at the review hearing.
- If you decide later that you don't want to continue with this review, you may withdraw your application. To do this, please call ACC free on 0800 101 996 and ask for a withdrawal form, or send us a letter saying you want to withdraw.

**Your choices at a review hearing**

If your case goes to a formal review hearing, you have the right to:

- Whanau/Kaumtua or family support at the review hearing.
- Interpreters to translate at the review hearing, if you or your support person(s) need them.
- Where possible, have the hearing at an appropriate community venue.

**I would like more information on these options – tick this box and a resolution co-ordinator will contact you if a review hearing is arranged.**

<b>DECLARATION</b>	
I declare I am authorised to make this application and that to the best of my knowledge the information given is true and correct.	
Your signature: .....	Today's date: .....

**Posting your application**

<ul style="list-style-type: none"> <li>• Claimants, employers in relation to a work-related personal injury issue, and health professionals/organisations, please send your application to: ACC Review Unit PO Box 242 Wellington</li> </ul>	<ul style="list-style-type: none"> <li>• Employers, in relation to disputes about levies, please send your application to: ACC Business Service Centre PO Box 795 Wellington</li> </ul>
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