



# APPLICATION FOR STORAGE LICENCE (BODY CORPORATE)

Please complete this form electronically.

Click or tap here to enter text.

(full name for Body Corporate applying) and

**ABN:**

Click or tap here to enter text.

wish to apply for a

## STORAGE LICENCE (BODY CORPORATE)

under Western Australia's *Human Reproductive Technology Act 1991* (HRT Act).

### 1. Premises

The licence will apply to premises at the following address(es)

Click or tap here to enter text.

Click or tap here to enter text.

Click or tap here to enter text.

which I believe are adequate and appropriate, and they are likely to remain available for the period covered by the licence.

### 2. Licence to Cover

The licence is to cover the following:

- i. Both collection and keeping of sperm from more than one man and intended for donor artificial fertilisation procedures Yes  No
- ii. Keeping of sperm from more than one man and intended for donor artificial fertilisation procedures, and/or collection and keeping of sperm from more than one man and intended for use in artificial fertilisation procedures not involving donation Yes  No
- iii. Storage of eggs in the process of fertilisation or embryos Yes  No
- iv. Storage of eggs intended for use in in vitro fertilisation procedures Yes  No

### 3. Responsible Person

The person responsible, that is vested with ensuring the adequacy of the personnel and equipment the general supervision of the storage facility for the authorised procedures, and certification that the information provided in this application form is correct, is:

Click or tap here to enter text.

(full name)

### 4. Access to Medical Practitioner

The storage facility has access to a **medical practitioner** who is suitably qualified and responsible for carrying out or overseeing the medical assessment of sperm donors (if relevant) and for obtaining medical information on these donors, as required by Reproductive Technology Accreditation Committee (RTAC) and the Code of Practice or directions.

### 5. Laboratory Personnel

The storage facility has an adequate number of **laboratory staff** who possess qualifications and/or training relevant to their area of responsibility.

## 6. Patient Services

The person responsible has the overall duty and responsibility to ensure that effective consent is obtained from donors prior to donation, and from other participants from whom the Act requires consent, prior to storage or collection of the human reproductive material. As required by the Code of Practice comprehensive resource information and the names of counsellors (that meet the definition of counsellor as prescribed in the HRT Directions 2021) are available.

## 7. Accreditation

This facility is currently accredited by

- i. RTAC (date of accreditation, expiry, copy attached) Yes  No
- ii. National Association of Testing Authorities (NATA)  
(date of accreditation, expiry, copy attached) Yes  No

**Note: If not currently accredited reasons must be given and, if accreditation is pending, evidence must be provided.**

## 8. Liquidity

No person who occupies a position of authority in this body is an undischarged bankrupt, has applied to take the benefit of any law for the relief of bankrupt or insolvent debtors, compounded with creditors or made an assignment or arrangement for the benefit of creditors, and the body corporate is not under receivership or official management or in liquidation.

## 9. Human Research Ethics Committee

The person responsible for this facility has arranged that the following Human Research Ethics Committee

[Click or tap here to enter text.](#)

with [Click or tap here to enter text.](#) as Chairperson

can be approached for seeking approval for any research to be undertaken in relation to collection of sperm or storage of human reproductive material under this licence, if required by the Code of Practice.

## 10. Reproductive Technology Council Audit and Approval

I understand that each licence granted will be subject to scientific and medical audit by the WA Reproductive Technology Council<sup>1</sup> and will be required to comply with any relevant requirements of the Act, regulations, conditions of licence, Code and directions from the Commissioner of Health.

## 11. Supporting Information

I attach the required information seeking approval of any project of research or any diagnostic procedure involving an egg in the process of fertilisation or embryo that the licensee currently (or proposes to) carries out, authorises, or facilitates, and undertake to make available for inspection and approval by the Council a manual of routine protocols in use.

## 12. Licensing Fees

Licence fees applicable are payable, see website for current fees;

- For activities 2(i) and/or 2(iii) and/or 2(iv)
- For activity 2(ii)

### 13. Declaration

I declare that the information contained herein and within the supporting documentation provided is true and correct.

Signed: \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Full name **Click or tap here to enter text.**

Title: **Click or tap here to enter text.**

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Please supply all documentation as listed in the Application for practice and/or storage license checklist

All documentation must be submitted, in pdf format, by email to [RTU@health.wa.gov.au](mailto:RTU@health.wa.gov.au)