

SCHEDULE 4 SECTION 4.5
SERVICE DESCRIPTION
AGE DETERMINATION

This page is left intentionally blank

SCHEDULE 4 SECTION 4.5**SERVICE DESCRIPTION****AGE DETERMINATION****1 GENERAL**

- 1.1 The CONTRACTOR shall adhere to the medical and common business requirements detailed in Section 4.1 of this Schedule 4.

2 AGE DETERMINATION SPECIFIC REQUIREMENTS

- 2.1 The CONTRACTOR will receive the appropriate Referral documents from the AUTHORITY that shall include but not be limited to:
- a) the file with any available supporting evidence;
 - b) a minute directing the required action and indicating the Claimant's recorded and alleged date of birth; and
 - c) the age applicable to the specific medical question.
- 2.2 The CONTRACTOR shall ensure that the examination is carried out by an appropriate Medical Specialist.
- 2.3 The CONTRACTOR shall provide an appropriately completed medical examination report form, which provides responses to all questions raised by the AUTHORITY (particularly that of whether on the balance of probability a person has reached the age now alleged).
- 2.4 The CONTRACTOR shall return to the AUTHORITY a fully completed medical report form which gives a response and an opinion on the age of the Claimant. The medical examination shall provide a reasonably reliable assessment of the Claimant's age, stating the range within which the age is estimated. The range shall not exceed five (5) years either way.
- 2.5 The CONTRACTOR shall highlight any Harmful Information contained within the documentation being returned to the AUTHORITY. The CONTRACTOR shall complete a separate form setting out this information, if requested to do so by the AUTHORITY.
- 2.6 The CONTRACTOR shall return all Referral documents received from the Authority or gathered on behalf of the AUTHORITY in the same format as received, unless instructed to do otherwise by the AUTHORITY.