

Eligible QLS members who wish to be listed on the QLS Locum Register may apply to be included by completing this application form. Applications cannot be processed without the required information.

QLS reserves the right to refuse any application to place a name on the Register.

Personal details

QLS Member Number

First name

Last Name

Postal address

Postcode

Contact phone number (to appear on the website)

Contact email (to appear on the website)

Languages spoken

Date of Admission

Do you hold a current Unrestricted Practising Certificate?

☐ Yes ☐ No

Do you hold, or are you eligible to hold, a Principal Practising Certificate?

☐ Yes ☐ No

Are you a member of the Limitation of Liability Scheme?

☐ Yes ☐ No

Do you have >10 years post admission experience (PAE)?

☐ Yes ☐ No*

*you may not be eligible for the locum service

Personal details continued

Do you have any current outstanding complaints? ☐ Yes ☐ No

If yes, please identify:

☐ The Legal Services Commissioner

☐ The Legal Practice Committee

☐ Queensland Law Society

☐ Other _____

Please provide details of complaint:

Are you the subject of a 'Show Cause Event' in the past 5 years? ☐ Yes ☐ No

If yes, provide details:

Do you have a current PII insurance with Lexon Insurance? ☐ Yes ☐ No

Have you lodged a claim with Lexon Insurance in the past 5 years? ☐ Yes ☐ No

Has the QLS Trust Account Investigations Team conducted an investigation in the past 5 years in relation to any trust account of which you are a signatory where that investigation revealed substantial breaches or minor breaches of the *Legal Profession Act 2007* or the *Trust Accounts Act 1973*? ☐ Yes ☐ No

Are you an accredited specialist?

(Select your area of accreditation)

- ☐ Business Law
- ☐ Commercial Litigation
- ☐ Criminal Law
- ☐ Family Law
- ☐ Immigration Law
- ☐ Mediation
- ☐ Personal Injuries
- ☐ Property Law
- ☐ Succession Law
- ☐ Taxation Law
- ☐ Workplace Relations Law

Please complete and return this form to –

Queensland Law Society, GPO Box 1785, Brisbane Qld 4001

p 1300 367 757 | ethics@qls.com.au | For more information visit qls.com.au | ABN 33 423 389 441

Areas of law to be listed in

☐ General Practice

☐ Business Law

☐ Commercial Law

☐ Conveyancing

☐ Criminal Law

☐ Civil Litigation

☐ Elder Law

☐ Employment Law

☐ Family Law

☐ Insolvency/debt recovery

☐ Immigration

☐ Intellectual Property

☐ Personal Injury Law

☐ Property Law

☐ Traffic Law

☐ Succession Law

☐ Other:

Do you have experience in

☐ Trust account management & Supervision

☐ Computing/IT

☐ Staff supervision

☐ Appropriate management systems

☐ Operating a legal practice

Preferred location

☐ Anywhere in Queensland

Far North Queensland

☐ Port Douglas

☐ Cairns

☐ Tablelands

☐ Torres Strait/Weipa

☐ Tully

North Queensland

☐ Townsville

☐ Charters Towers

☐ Cloncurry

☐ Mt Isa

☐ Bowen

☐ Ingham

Mackay, Isaac & Whitsunday

☐ Proserpine

☐ Airlie Beach

Central Queensland

☐ Rockhampton

☐ Gladstone

☐ Barcaldine

☐ Longreach

☐ Biloela

☐ Emerald

South West Queensland

☐ Roma

☐ Charleville

Preferred location continued

Wide Bay-Burnett

☐ Gympie

☐ Bundaberg

☐ Fraser Coast

☐ North Burnett

☐ South Burnett/Cherbourg

☐ Hervey Bay

☐ Maryborough

☐ Kingaroy

South East Queensland

☐ Sunshine Coast

☐ Brisbane

☐ Gold Coast

Darling Downs/ South West

☐ Toowoomba

☐ Maranoa

☐ Other – please specify

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Describe in 250 words or less how do you maintain and continue your on-going professional development:

Describe in 250 words or less your communication skills – how do you communicate, when do you do so, your preferred mode of communication:

Describe in 250 words or less how you demonstrate your self-organisation, time-management skills and your understanding of the requirements of appropriate management systems for sole, micro or small practices:

Please provide two references (500 words or less) from colleagues on your:

- communication skills
- reliability and trustworthiness
- level of resilience (being able to calmly and efficiently handle situations outside your usual experience).

Conditions and acknowledgments

By signing the below you acknowledge and agree that:

- You consent to QLS Ethics and Practice Centre conducting a check with LSC, Lexon Insurance, QLS Regulations and Trust Accounts.
- QLS requires that you disclose any matters that may impact your suitability including but not limited to any regulatory or disciplinary enquiry or investigation or Lexon claim within seven days of being notified of the enquiry, investigation or claim.
- QLS will conduct an annual update of your details and desire to remain as a locum.
- QLS does not guarantee that you will be placed on the locum register.
- QLS does not guarantee that you will be placed in a locum position.
- You are responsible for negotiating your remuneration with the prospective employer. Any employment contract is strictly between yourself and the employer.

Practitioner's signature

Date

Privacy notice

WE RESPECT YOUR PRIVACY. This form asks for personal information. Please refer to our **Personal Information Collection Notice** for more details. The notice can be accessed **here**. If you have any questions or are unable access it online, please contact us on 1300 367 757.